

WISCONSIN GOVERNMENT FINANCE OFFICERS ASSOCIATION CONFERENCE REGISTRATIONS

One of the main purposes for WGFOA's existence is to provide quality educational opportunities to its members. WGFOA does this through a number of avenues, including, but not limited to:

- WGFOA-sponsored conferences
- Joint conferences with other related professional organizations
- Accounting workshops
- Scholarship opportunities for members
- Promotion of the national GFOA annual conference

Registration Fees

WGFOA will structure the conference registration fees for the conferences it holds based on the following:

- Intent to break even (per conference and/or annually)
- Keep a steady conference rate for conferences held during the year (based on type of conference)
- Provide a non-member registration fee that, at a minimum, is equal to the member registration fee plus the annual membership dues,
- Provide a non-member associate registration fee that, at a minimum, is equal to the member registration fee plus \$50 increase.

Registration fees for joint conferences will be mutually agreed upon between the participating organizations. Where possible, the above criteria should be used in the setting of these fees.

Registration fees for accounting workshops will be \$50 per session unless cost to conduct the sessions necessitates a higher fee to break even.

Registrations are accepted on a first-in, first-registered basis. Registration fees are payable at the time of registration.

Registration deadline will be two weeks prior to the start of the conference.

- Conference registration fees will be increased at least \$10 for registrations made after the registration deadline.

Presenters

WGFOA uses regular members, associate members, and external people as presenters at its conferences. As a result of the presenter's willingness to be a presenter, the presenter is not obligated to pay a registration fee for that conference. It will be the presenter's decision.

Reimbursement of speaker fees and travel-related costs will be at the discretion of the WGFOA Board.

Refunds

Refunds of registration fees will only be provided under the following conditions:

- If a cancellation notice is provided at least 14 calendar days prior to the start of the conference or training session, a full 100% refund will be provided to the attendee.
- The attendee may authorize someone else from his/her organization to attend in his/her place if the attendee is unable to attend.
- No refunds will be granted for cancellations within two weeks prior to the start of the conference.
- The WGFOA Treasurer or designee will issue the approved refund.

Revised: February 2017