



**New Jersey State League
of Municipalities**

(C)

Done
9-10-13
Jey
cc: Admin

222 West State Street, Trenton, New Jersey 08608
PHONE (609) 695-3481 • FAX (609) 695-0151
EMAIL league@njslom.com • www.njslom.com

William G. Dressel, Jr., EXECUTIVE DIRECTOR

Michael J. Darcy, CAE, ASSISTANT EXECUTIVE DIRECTOR

August 31, 2013

SEP 10 2013

Dear League Member

A highlight of the Conference will be the League Luncheon for all delegates to be held on Thursday, November 21, 2013 beginning at 12:15 p.m. in the Crown Ballroom of the Sheraton Hotel adjacent to the New Atlantic City Convention Center.

A NJLM CONFERENCE BADGE IS REQUIRED TO ATTEND THIS LUNCHEON
GO TO: <http://www.njslom.org/> to register for a badge online or download a paper registration
Badge registration fee is separate from luncheon fee.

LEAGUE DELEGATES LUNCHEON
Thursday, November 21, 2013
Sheraton Hotel, Atlantic City
12:15 p.m. to 1:30 p.m., Crown Ball Room, 2nd floor
Tickets \$40.00 per person (NO REFUNDS)

Presiding:
Honorable Janice S. Mironov
Mayor, East Windsor Township, League President

Invocation:
Monsignor Philip Lowery,
St. James Catholic Church, Red Bank and New Jersey Chaplain, New Jersey State Police

Welcome:
Honorable Lorenzo T. Langford
Mayor of Atlantic City

Invited Guest Speakers:
Honorable Chris Christie
Governor, State of New Jersey
and
Honorable Robert Menendez
U.S. Senator, New Jersey

(over)

Presentation of Distinguished Public Service Award

Frank Lautenberg
U.S. Senator, New Jersey
(to be awarded Posthumously)

Presentation of the 2013 Public Sector Career Recognition Award

Honorable Robert Czech
Chair/CEO, Civil Service Commission

**Towne Crier of Historic Smithville in Galloway Township, and the
Official Towne Crier of the New Jersey State League of Municipalities**

Richard LaLena

A NJLM CONFERENCE BADGE IS REQUIRED TO ATTEND THIS LUNCHEON

Tickets for the luncheon are \$40.00 each. There will be no reserved seats. Tickets will be mailed out approximately two (2) weeks prior to the Conference. During Conference week, any unsold tickets will be available at the Registration Center, Second Level of the Atlantic City Convention Center until 10:00 a.m., on Thursday, November 21, 2013. Seating is limited and each year many delegates unfortunately have been turned away. No tickets will be sold at the door.

Seats previously sold, but not occupied by 12:30 p.m. will be resold. Do not be disappointed by waiting until the last minute. No refunds will be made after the tickets are purchased.

If an event is cancelled by NJLM, registration fees for that event will be refunded in full. Modification of events will not be cause for refunds.

Very truly yours



William G. Dressel, Jr.
Executive Director

WGD/gk
Enclosure



New Jersey State League of Municipalities

LEAGUE LUNCHEON

THURSDAY, NOVEMBER 21, 2013
SHERATON HOTEL IN THE CROWN BALL ROOM, 2ND FLOOR
12: NOON - 1:30 PM
ATLANTIC CITY, NEW JERSEY

Voucher Certification and League Luncheon Order Form

✦ **COST: \$40:00 per person NO REFUNDS**

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MUNICIPALITY _____ TWP/BORO/ETC. _____ COUNTY _____

KEY CONTACT: _____ TITLE _____
(Confirmations will only be sent to Key Contact)

PHONE # [_____] X _____ FAX # [_____] EMAIL ADDRESS _____

TICKET(S) WILL BE MAILED 10/31

Please Print or Type

TOTAL NUMBER OF TICKETS REQUIRED # _____

(Tickets will be mailed to the key contact at the billing address unless otherwise indicated)

BILLING ADDRESS

Attention: _____

Address: _____

Address Continue _____

City: _____ State: _____ Zip Code: _____

SHIPPING ADDRESS (if different from billing enter below)

Attention: _____

Address: _____

Address Continue _____

City: _____ State: _____ Zip Code: _____

PAYMENT INFORMATION

To ensure prompt processing of your order, the below certification by approval official must be filled out completely.

1. REGISTERING WITH PO OR VOUCHER

CERTIFICATION BY APPROVAL OFFICIAL

I certify and declare that this bill/invoice statement is correct, and that sufficient funds are available to satisfy this claim.

The payment shall be chargeable to Appropriation Account(s): _____

IN HOUSE PO# _____ in the Amount \$ _____ for # _____ Registrants

Signature: _____ Title _____ Date _____

Please do not fax back we need original form with the original signature CFO, Finance Director

If registering using PO/Voucher the above fields must be filled out in order to process.

2. REGISTERING WITH CHECK ONLY: Enclosed check# _____ in the amount of \$ _____ for # _____ Tickets

REDUCE PAPER

This form has been approved by the Local Finance Board and meets the requirements for certification of performance of service (See Certification on below).

Since the Local Finance Board has approved this form your voucher for separate signature is not needed.

However, for tracking inquiries on order(s) please insert in-house purchase order/voucher number(s) where indicated.

CLAIMANT'S CERTIFICATION DECLARATION

I do solemnly declare and certify under the penalties of the Law that the bill/invoice statement is correct in all its particular; that the materials/articles have been furnished or services to be rendered as stated herein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with above claim; that the amount herein stated is justly due and owing; and that the amount charged is reasonable one.

Date: August 31, 2013

Federal ID #: 216 000935

Signature: William G. Dressel, Jr.

William G. Dressel, Jr.

Executive Director
Position/Title

- ✓ MAKE ALL CHECKS PAYABLE TO:
NJLM, 222 WEST STATE STREET, TRENTON, NJ 08608
- ✓ UPON RECEIPT OF ORDER, NO REFUNDS, NO CANCELLATIONS.
An alternate may be sent
- ✓ "If an event is cancelled by NJLM, registration fees for that event will be refunded in full. Modification of events will not be cause for refunds."
- ✓ IN ORDER TO PROCESS, THIS FORM MUST BE RETURNED WITH A COMPLETED CERTIFICATION BY APPROVAL OFFICIAL WHICH INCLUDES A PURCHASE/VOUCHER NUMBER ON THIS FORM OR A CHECK.
- ✓ WE DO NOT ACCEPT FAXED FORMS-PLEASE MAIL FORMS



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William G. Dressel, Jr., EXECUTIVE DIRECTOR

Michael J. Darcy, CAE, ASSISTANT EXECUTIVE DIRECTOR

August 31, 2013

Dear Municipal Clerk:

Enclosed you will find an important registration form for the Women in Government Breakfast.

This long-standing tradition is held during the NJLM Annual League Conference and is sponsored by the League's Women In Municipal Government Committee. It is open to all municipal officials. However, we ask you to especially bring it to the attention of the women who work in your municipality.

Each year this breakfast is a sellout, so complete the registration form and return it with your voucher or check, to the New Jersey State League of Municipalities (NJLM), as soon as possible.

Make checks and vouchers payable to the:

**New Jersey State League of Municipalities (NJLM)
222 West State Street
Trenton, NJ 08608**

Tickets will also be available at the Atlantic City Convention Center, 2nd Floor League Registration counter, if not previously sold out.

A NJLM CONFERENCE BADGE IS REQUIRED TO ATTEND THIS EVENT
GO TO: <http://www.njslom.org/> to register for a badge online or download a paper registration
Badge registration fee is separate from event fee.

If you have any questions regarding this, contact Gayle Krygier, Assistant Financial Administrator of the New Jersey State League of Municipalities at (609) 695-3481 x 119 or at gkrygier@njslom.com.

Sincerely,

William G. Dressel, Jr.
Executive Director

WGD/gk
enclosure

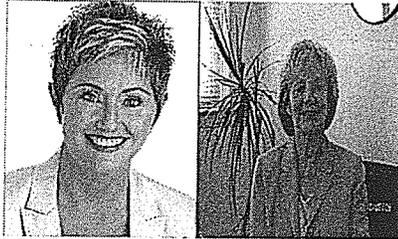
cc: Please distribute to members of your Governing Body and Department Heads.

WOMEN IN GOVERNMENT BREAKFAST

Presented by the NJ League of Municipalities Women in Municipal Government Committee
 To be held during the 98th NJ State League of Municipalities Annual Conference

A Mayor's Perspective from

Our 10th Annual Outstanding Women in Government Awardees



Janice Kovach, Mayor Clinton Town & Carol Beske, Former Mayor of West Windsor Twp

(Voucher Certification and Breakfast Registration Form)

Sheraton Atlantic City Thursday November 21, 2013
 Pearl Ballroom – 2nd Floor / 8:00 AM - Cost \$ 30.00 per person
 (Upon Receipt of Orders, No Refunds or Cancellations. An Alternative may be sent)

Mailing Contact Information

Municipality or Organization: _____
 Contact First Name: _____ Last Name: _____ Title: _____
(Twp/Boro/City) (County) Governments only

Telephone () _____ Fax () _____ E-mail _____
IF YOU ARE ATTENDING REGISTER BELOW. TICKETS WILL BE SENT TO THE MAILING CONTACT PERSON

Shipping Address

Address: _____
 Address Continue _____
 City: _____ State: _____ Zip Code: _____

Billing Address (If billing address different from shipping enter below)

Address: _____
 Address Continue _____
 City: _____ State: _____ Zip Code: _____

ATTENDEES INFORMATION *(Print or Type Registrants Information Below)

	Pre-Registrants Names <small>(No Abbreviations)</small>	Title <small>(No Abbreviations)</small>	Email Address
Example	Jane Smith	Business Administrator	jsmith@yourmunicipality.com
1			
2			
3			

If More Room is Needed, Attach Additional Sheet. (This Form May be freely Reproduced) _____ Check If Additional Names Are Attached

(PLEASE NOTE ALL FIELDS BELOW ARE REQUIRED FIELDS AND MUST BE FILLED OUT COMPLETELY, INCOMPLETE FORMS WILL BE RETURNED UNPROCESSED)

CLAIMANTS' CERTIFICATION DECLARATION

I do solemnly declare and certify under the penalties of the Law that the bill/invoice statement is correct in all its particulars; that the materials/articles will be furnished or services rendered as stated herein and that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

Date: August 31, 2013 *William G. Dressel, Jr.* Federal Identification # 21-6-000935
 William G. Dressel, Jr., Executive Director

CERTIFICATION BY APPROVAL OFFICIAL

1. Registering with Purchase order/Voucher

I certify and declare that this bill/invoice statement is correct, and that sufficient funds are available to satisfy this claim.

The payment shall be chargeable to Appropriation Account(s): _____ IN HOUSE PO# _____ in the Amount \$ _____

Signature: _____ Title _____ Date _____

2. Registering with Enclosed Check # _____ In The Amount of \$ _____

*** A NJLM CONFERENCE BADGE IS REQUIRED TO ATTEND THIS BREAKFAST**
GO TO: <http://www.njslom.org/> to register for a badge online or download a paper registration.
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MAKE ALL CHECKS PAYABLE TO :

NJLM
 222 West State Street
 Trenton, NJ 08608

We Do Not Accept Faxed Orders

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