

**From:** [adviserlist-bounces@mailman.intradatechnologies.com](mailto:adviserlist-bounces@mailman.intradatechnologies.com) on behalf of [PA FBLA--Bruce Boncal](#)  
**To:** [adviserlist@mailman.intradatechnologies.com](mailto:adviserlist@mailman.intradatechnologies.com)  
**Subject:** [Adviserlist] NLC Alert #03 -- April 26 -- Completing the Necessary Forms (if your competitors are attending)  
**Date:** Monday, April 17, 2017 11:16:49 AM  
**Attachments:** [ATT00001.txt](#)

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Dear FBLA Advisers

If you have competitors attending the NLC, this is a reminder of the forms that must be completed by the April 26 deadline. All items are found in the “downloadables” section of the PA FBLA web site.

**Make all checks payable to: PA FBLA**

**Initial Deposit Due: April 26, 2017**

**Event Entry Form Due: April 26, 2017 (one form per competitor)**

**Final Payment Due: May 12, 2017**

**Package Plan Details**

[Gold Plan Brochure with Pricing \(pdf file\)](#) **UPDATED**

[Blue Plan Brochure with Pricing \(pdf file\)](#) **UPDATED**

**Who May Attend the NLC?**

1. FBLA members
2. FBLA advisers
  - a. Advisers and students must pay the full registration fee.
3. Parents and family members
  - a. If an adviser cannot attend, the parent may serve as the chaperone. Since we are at Disney, we are seeing families making it a vacation also.

**National Registration Fee Details**

**---\$115/person if paid on or before May 20**

**---\$125/person if paid May 21 - June 10**

**---\$175/person if paid June 11 through onsite at the conference**

To register on the National FBLA web site, you must know two things:

1. Your chapter #
2. The password, which is “service”

It is important that the chapter adviser be involved in registering the students/advisers/parents/guests attending the NLC. However,

1. Parents, if they want to attend only the Opening Session and Awards Program, they may be registered as a “guest” and pay a \$50 registration fee.
2. Parents, if they only want to attend the Awards Program, do not register them AND do not pay the \$50 registration fee. The parents can purchase a \$25 ticket onsite in Anaheim for the Awards Program only.
3. Adviser, please list yourself as the point of contact when you register even if you are not attending the NLC.

**Event Entry Form**

**Form #01--NLC Event Entry Form -- must be submitted no later than April 26, 2017**

There must be a separate form for each competitor.

***We must have each student's email address.***

***This form requires parental contact information also.***

**Complete online travel package forms**

----->**Form A. Travel Deposit Form**

-----> this form should be completed one (1) per school/group

----->**Form B. NLC Travel Package Invoice**

-----> this form should be completed one (1) per school/group

----->**Form C. NLC Airline Passenger Form**

-----> this form should be individually for each traveler.

----->**Form D. NLC Hotel Rooming List**

-----> this form should be completed one (1) per school/group

----->**Form E. NLC Shirt Order Form**

-----> this form should be completed one (1) per school/group

----->**Form F. Optional Events**

-----> this form should be completed one (1) per school/group, if BLUE package and want add ons

----->**Form G. Optional: Laguna Beach**

-----> this form should be completed one (1) per school/group

----->**Form H. Optional: Newport Beach**

-----> this form should be completed one (1) per school/group

----->**Form I. Optional: Anaheim Angels Baseball Game with Dinner**

-----> this form should be completed one (1) per school/group

----->**Form J. Optional: Disneyland Tickets**

-----> this form should be completed one (1) per school/group

----->**Form K. Credit Card Processing Form**

**Submit \$300 deposit per travel no later than April 26, 2017.**

**Payment may be made by check, credit card (3% convenience fee).**

**Link to pay by credit card: <http://www.pafbla.org/creditcards.php>**

**Register online and pay NLC registration fee as shown below.**

----->Necessary Information: Chapter Number and Password to FBLA Site

----->contact Bruce Boncal if you do not know your chapter number and password)

Bruce

**Bruce E. Boncal**  
**Executive Director/State Chairman**  
**Pennsylvania FBLA**

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Look for Pennsylvania FBLA on Facebook

