

**State of Louisiana  
Office of Risk Management**

**2010 Regional Conferences**

**WHEN & WHERE**

- ◆ January 19-20, 2010 – Crowne Plaza, Baton Rouge
  - Register by January 15<sup>th</sup>
- ◆ February 10-11, 2010 – DiamondJacks, Bossier City
  - Register by February 5<sup>th</sup>

In the past, the ORM Regional Conferences have been held at state-owned facilities at no charge to ORM. Due to an increasing demand to attend the conferences, the number of attendees has increased significantly over the last few years. Consequently there are few facilities able to accommodate such large groups, none of which are free of charge.

To continue providing quality training in conducive learning environments, this year's conferences will be held at facilities which can accommodate our space requirements as well as catering needs. Due to increased costs, this year's registration fee is \$25.00.

**STYLE**

- ◆ 1½ Day Conference
  - Basic and advanced sessions are available.
  - Visit our website for session descriptions  
(<http://doa.louisiana.gov/orm/pdf/sessions.pdf>)

**WHO WILL BENEFIT**

- |                             |                             |
|-----------------------------|-----------------------------|
| ◆ Agency Administrators     | ◆ Risk Exposure Personnel   |
| ◆ Safety Professionals      | ◆ Claims Handling Personnel |
| ◆ Risk Management Personnel | ◆ Human Resources Personnel |

**HOW TO REGISTER**

- ◆ All conference information can be found on our website, including the link to online registration, conference agenda, hotel information, and all other related information.

<http://doa.louisiana.gov/orm/conferences.htm>

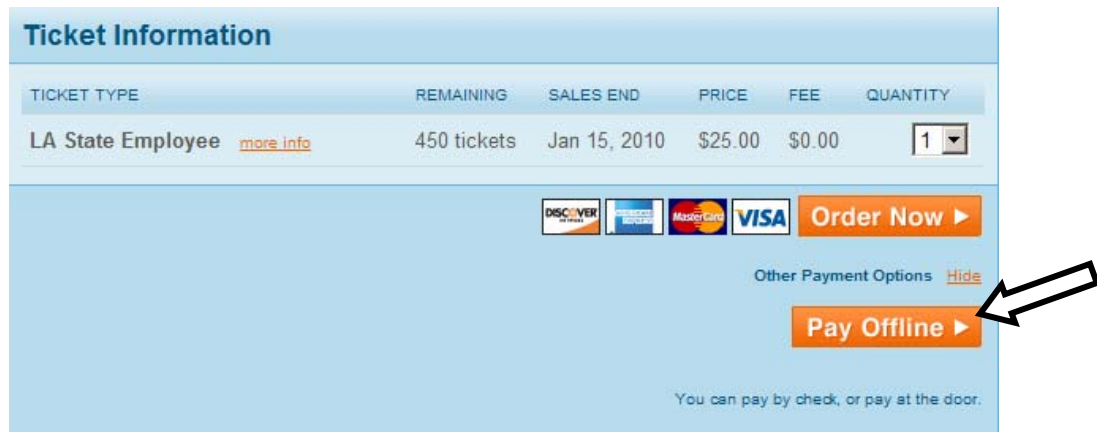
- ◆ Registration must be completed and submitted online. No mailed or faxed forms will be accepted. Please visit our website for a link to the conference registration.
- ◆ A separate registration must be completed for each person attending the conference.
- ◆ All attendees must be pre-registered by the registration deadlines listed above. Registration will not be allowed the day of the conference.

**MORE INFORMATION ON BACK ...**

- ◆ A \$25.00 ticket must be purchased for each attendee.
- ◆ Tickets can be paid through one of the following methods:
  - Online through EventBrite when ordering tickets
    - Click “Order Now” next to image of credit cards
    - Complete registration



- By check
  - Click “Show other payment options” under “Order Now”
  - Click “Pay Offline”
  - Complete registration



- \* Make check payable to Office of Risk Management
- \* Send copy of registration confirmation with check
- \* Mail check to Office of Risk Management, P.O. Box 91106, Baton Rouge, LA 70821
- \* NO cash will be accepted under any circumstances
  
- \* Registration is \$25 whether you attend the conference in whole or in part.
- \* No refunds will be given but substitutions can be made. Contact Dodi Langlois at (225) 342-8598 for substitutions.

- ◆ All attendees are responsible for making their own hotel accommodations for the conference, if needed.

**\*\* Due to limited space, all attendees must be pre-registered. \*\***

**\*\* Registration will not be allowed the day of the conference. \*\***

Questions??? Call Dodi Langlois at (225) 342-8598