



March 11, 2019

Memorandum

TO: Members of the Mississippi Chancery Clerks Association and Mississippi Association of County Administrators/Comptrollers

FROM: Sumner Davis, Sumner Davis  
Center Head, Center for Government & Community Development

SUBJECT: Agenda & Registration Form for Spring Educational Workshop

Enclosed is the agenda-in-brief for the joint Chancery Clerk and County Administrator/Comptroller Spring Educational Workshop. The workshop will be held at the Hilton Hotel & Conference Center, in Jackson, on April 18-19, 2019. We have also enclosed a registration form.

Make your room reservations by calling the Hilton Hotel & Conference Center, (601) 957-2800. When making your reservation, please use the group code: **MACAC4**.

Please let us know if there is anything we can do to assist you. The Center for Government & Community Development, Mississippi State University Extension Service is always pleased to assist with the educational programming for your associations.

We look forward to seeing all of you in Jackson on April 18-19.

Enclosures (2)

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**Mississippi Chancery Clerks Association  
Mississippi Association of County Administrators/Comptrollers**

April 18-19, 2019  
Hilton Hotel & Conference Center  
Jackson, Mississippi

**SPRING EDUCATIONAL WORKSHOP**

**Thursday, April 18**

**a.m.**

10:00-12:00 Registration

12:00 Lunch on your own

**Chancery Clerks Association**

**p.m.**

1:00 Educational Program

4:00 MCCA Business Meeting

5:00 Adjournment

**County Administrator/Comptroller Association**

**p.m.**

1:00 Educational Program

4:00 MACAC Business Meeting

5:00 Adjournment

**Friday, April 19**

**Combined Session MCCA/MACAC**

**a.m.**

9:00 Education Program

Noon Adjournment

Registration Form  
Spring Educational Workshop  
April 18-19, 2019

Mail by April 10, 2019, to Sumner Davis, Extension Center for Government & Community Development, Box 9643, Mississippi State, MS 39762-9643.

Register me for the Spring Educational Workshop to be held at the Hilton Hotel & Conference Center, Jackson. I have enclosed a check for \$45.00 to cover the registration fee for the workshop. (Make checks payable to: Center for Government & Community Development.)

**NOTE: THE REGISTRATION FEE FOR CHANCERY CLERKS IS PAID BY THEIR ASSOCIATION. CHANCERY CLERKS DO NOT NEED TO SEND A CHECK WITH THEIR REGISTRATION FORM.**

PLEASE PRINT

NAME \_\_\_\_\_ TITLE \_\_\_\_\_

ADDRESS \_\_\_\_\_ COUNTY \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

Make your room reservation directly by calling the Hilton Hotel & Conference Center, (601) 957-2800. A block of rooms has been reserved until **April 8, 2019**. You must register by this date to receive the special rate of \$121.00 per room (paid by county check) for the night of April 18. Be sure to use the group code: **MACAC4**.

**NOTE:** Persons with disabilities who require special accommodation of any sort in connection with their attendance at this program should contact the Center for Government & Community Development.