



March 17, 2021

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 21-22, 2021. 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 indicate that you are part of the Chancery Clerk/County Administrator group.

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 21-22.

Enclosures (2)

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

April 21-22, 2021
Hilton Hotel & Conference Center
Jackson, Mississippi

SPRING EDUCATIONAL WORKSHOP

Wednesday, April 21

a.m.

10:00-12:00 Registration

12:00 Lunch on your own

Combined Session MCCA/MACAC

p.m.

1:00 Education Program

5:00 Adjournment

Thursday, April 22

Chancery Clerks Association

a.m.

9:00 Educational Program

11:00 MCCA Business Meeting

Noon Workshop Evaluation and Adjournment

County Administrator/Comptroller Association

a.m.

9:00 Educational Program

11:00 MACAC Business Meeting

Noon Workshop Evaluation and Adjournment

Registration Form
Spring Educational Workshop
April 21-22, 2021

Mail by April 15, 2021, 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 \$50.00 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 for the night of the 21st at the rate of \$111 (paid by county check). Be sure to tell them you are with the county administrator/chancery clerk group when making your reservation.

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.