

**North Regional DECA Conference -- Blue & Gold – Registration Checklist**

**DEADLINE: November 18, 2009**

Bring to NJMEA Meeting on November 18 OR mail to respective people listed on the next page. Use checklist below to be sure you have included all required paperwork.

**School** \_\_\_\_\_ **Advisor** \_\_\_\_\_

**School Phone #** ( ) \_\_\_\_\_ (extension) \_\_\_\_\_ **School Fax #** ( ) \_\_\_\_\_.

**Home Phone #** ( ) \_\_\_\_\_ (For inclement weather purposes)

**E-mail address** \_\_\_\_\_

Please include the following materials/forms with your Regional DECA Registration packet.

\_\_\_\_\_ Copy of your National DECA membership roster – online registration this year

\_\_\_\_\_ Printout of the students you have registered for the Regional DECA Conference by ID number **(2 copies of Excel file)**

\_\_\_\_\_ Check or Purchase order (Made out to: **NJ DECA**) as payment for  
# \_\_\_\_\_ students x \$10 = Total \$ \_\_\_\_\_

\_\_\_\_\_ Special Needs form for Supermarket Careers & Customer Service participants (found in State DECA Handbook p. 72)

\_\_\_\_\_ Verification that you have reviewed the Dress Code and Delegate Conduct Practices and Procedures with your students. (Simply sign the form on the next page).

\_\_\_\_\_ Judges - Minimum of four- your event may need more  
**Gale Fanale - Email to galefan@aol.com**

\_\_\_\_\_ Adult Assistants Minimum of 1 per 20 students registered  
**Keith Kelley - Email to kkelley@mrhs.net**

\_\_\_\_\_ Copy of this completed checklist form.

**If you have any questions about:**

**Event Assignments & Logistics call . . . . . John Pico at 973-682-2815 x 2422 (school)  
973-492-5540**

**Tabulation and registration call . . . . . John Pico at 973-682-2815**

**Judges email . . . . .Gale Finale galefan@aol.com**

**Adult Assistants email..... Keith Kelley kkelley@mrhs.net**

**New Jersey Regional Competition  
North Blue and Gold**

**Advisor Statement of Assurance  
DRESS CODE**

I certify that a Dress Code form has been completed, discussed, and signed by each student (and parent) registered for the North Regional Conference.

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Chapter Advisor's Signature

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School

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**Please make every effort to bring or send your Regional Registration to the November 14 meeting.**

**If you can't attend the meeting, you must mail by November 13 the following:**

John Pico	Checklist for Registration 2 printouts of your registration file by <u>ID number</u> Copy of your membership roster Special Needs forms for SC and CS Dress Code Verification Purchase order or Check made out to: NJ DECA
Gale Finale Keith Kelley	Judges Form (minimum of 4) Adult Assistant Form (1 for every 20 students)

John Pico  
Parsippany Hills HS  
20 Rita Drive  
Parsippany, NJ 07054  
(973) 682-2815 x2422  
[jpico@pthsd.k12.nj.us](mailto:jpico@pthsd.k12.nj.us)