

MAILER I

October 22, 2003

Dear Deep South Regional Student Chapter,

This year Ole Miss is proud to host the 2004 Deep South Regional Conference, which will be held March 25-27, 2004. This mailer is the first of three mailers that will be sent to each of the schools participating in the conference. This mailer contains:

- **Receipt Confirmation**
- **Registration Forms**
- **List of Deadlines**

It is very important that the information on the Receipt Confirmation form is emailed to umasce@olemiss.edu by **Friday November 7, 2003** to confirm that Mailer I has been received by your school.

The deadline for school registration is **November 21, 2003**.

All registration can be done online at Ole Miss ASCE's website: www.olemiss.edu/orgs/asce/conference, or by filling out the enclosed forms and sending them to us. (All online registration is done through a secure site.)

All of the information enclosed in this packet is very important in the registration process, so please try not to lose it. However, if any part of the three mailers is lost they will be linked to Ole Miss ASCE's website: www.olemiss.edu/orgs/asce/conference.

If there are any questions regarding the upcoming 2004 Deep South Regional Conference please contact us at umasce@olemiss.edu. We will try to answer your questions as soon as possible. ***It is our goal to make sure that any information needed for the conference can be obtained through our website.***

I hope everyone is having a great year and we are looking forward to hosting the 2004 Deep South Regional Conference.

Sincerely,

Brian Tenkhoff
Co-Chair, 2004 Deep South Regional Conference

2004 Deep South Regional Conference

Receipt Confirmation

Please Either:

- 1.) Email the following information to umasce@olemiss.edu.

Or

- 2.) Send to: ASCE Deep South Regional Conference
Department of Civil Engineering
School of Engineering
PO Box 1848
University, MS 38677-1848

RETURN BY NOVEMBER 7, 2003

PLEASE PRINT OR TYPE

School Name: _____

Faculty Advisor: _____

Phone No. _____

Email: _____

Fax Number: _____

Conference Contact: _____

Phone No.: _____

Email: _____

This confirms that Mailer I for the 2004 Deep South Regional Conference was received

2004 Deep South Regional Conference

Deadlines Summary

Hosts:

October 27	Mailer I
November 21	Mailer II (Competition Rules, Conference Schedule, Hotel Information)
February 27	Mailer III (Maps, Final Schedule)

Participating Schools:

November 7	Mailer Receipt Confirmation through Email
November 21	School Registration Postmarked or Electronically Received
January 16	Attendee Pre-Registration Postmarked or Electronically Received
February 27	Hotel Reservation Cut-Off
March 25-27	2004 Deep South Regional Conference

2004 Deep South Regional Conference

School Registration Form

Please Either:

- 1.) Register online at www.olemiss.edu/orgs/asce/conference .

Or

- 2.) Send to: ASCE Deep South Regional Conference
Department of Civil Engineering
School of Engineering
PO Box 1848
University, MS 38677-1848

RETURN BY NOVEMBER 21, 2003

The cost of registration is \$ 150 per school and \$ 35 per student. The school registration is due with this form. Conference Attendee registration fees are due by January 16, 2004 with the Conference Attendee Registration form.

Please Make Checks Payable to: *Ole Miss ASCE*

School Name: _____

- We will be attending the 2004 Deep South Regional Conference
 - We will send approximately _____ students and faculty. (These numbers are needed just to get an idea of how many people to plan for. You will not be held to these numbers)
 - Enclosed you will find our \$ 150 school registration fee

- We will not be attending the 2004 Deep South Regional Conference

Which events does your ASCE Chapter plan on competing in?

- Steel Bridge
- Concrete Canoe
- Mead Technical Paper
- Surveying Competition
- Environmental Competition
- Concrete Bowling Ball

Each school should have received the National Steel Bridge and National Concrete Canoe Rules earlier in this year. If you need additional copies of these rules you can get them from the Ole Miss ASCE website. The rules for the other competitions will be sent in Mailer II. As soon as these rules are finalized they will also be available on the Ole Miss ASCE website and you will be emailed when they are available.

2004 Deep South Regional Conference

Conference Attendee Registration

PLEASE SEND BY JANUARY 16, 2004

Each conference attendee (student, faculty, or friends) must register for the event. The registration fee is \$ 35 per attendee. To register:

Please Either:

- 1.) Send the registration form along with the \$35 per attendee to:
ASCE Deep South Regional Conference
Department of Civil Engineering
School of Engineering
PO Box 1848
University, MS 38677-1848

Or

- 2.) Register and pay online at www.olemiss.edu/orgs/asce/conference .

The \$ 35 registration fee will cover:

- Conference Registration Packet
- Hospitality Mixer
- Conference T-shirts
- Lunch and Breakfast Friday and Saturday
- Conference Banquet
- Miscellaneous Fees and Costs

Late Registration

Any school whose registration form is postmarked after January 16, 2004 will be assessed a \$40 late registration fee instead of \$ 35. Also, if any students, faculty, or friends arrive at the conference without being registered a late fee will be assessed to them at check-in.

2004 Deep South Regional Conference

Conference Attendee Registration

PLEASE SEND BY JANUARY 16, 2004

Send to:

ASCE Deep South Regional Conference

Department of Civil Engineering

School of Engineering

PO Box 1848

University, MS 38677-1848

PLEASE PRINT OR TYPE FULL NAME OF EACH ATTENDEE

Name	Student, Faculty, or Friend	T-Shirt Size

Attendee Participation Fee:
\$ 35 x _____ Attendees = \$ _____

Please Make Checks Payable to:
Ole Miss ASCE