The Mississippi Judicial College

announces registration for the

Chancery Court Clerks Conference

Jackson Marriott
Jackson, Mississippi

February 6-8, 2018

Coordinated by:
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The Mississippi Judicial College will conduct a conference for the Chancery Court Clerks at the **Jackson Marriott, 200 East Amite Street, Jackson, Mississippi.** This conference will provide you with twelve (12) hours of training, which, when added to the six hours given for attending court, will complete your annual 18-hour statutory training requirement.

If you plan to attend the seminar please complete the attached registration form and then fax, e-mail or mail it to the Mississippi Judicial College as **soon as possible, but NO later than January 4, 2018.** The registration form is interactive and may be saved to another name and e-mailed back.

### MAKING YOUR RESERVATIONS

Reservations for this event may be made by calling **Marriott Reservations at 1-800-228-9290 or 1-601-969-5100** and informing the reservationist that you are attending the **Chancery Court Clerks Conference sponsored by the Mississippi Judicial College (Group Code MCCG).** Although your room will be placed on the master bill of the Mississippi Judicial College, you must provide a credit card for the room to be held.

The Jackson Marriott has reserved a block of rooms for you for the nights of Tuesday, February 6, 2018, and Wednesday, February 7, 2018. The Mississippi Judicial College will pay the conference rate of $91.00 for one room the nights of February 6th and February 7th, 2018. Meals will be reimbursed at the MJC rate. The Mississippi Judicial College has arranged for complimentary self-parking for attendees. MJC does not reimburse for parking.

**The room block will drop January 15, 2018**

Reservations made after the reservation deadline will be subject to the best available rate, on a space available basis, at the time the reservation is made. Hotel check-in is at 3:00 p.m. and check-out is 11:00 a.m.

### REGISTRATION:

Registration will be held from 11:00 a.m. until 1:00 p.m. on Tuesday, February 6, 2018. **You will be on your own for lunch.**

### PROGRAM:

The program will begin at 1:00 p.m. on Tuesday, February 6, 2018, and will conclude at noon on Thursday, February 8, 2018. Seminar topics include:

- Report from the State Auditor
- Appeals with MEC
- Clerks’ Duties in Mental Commitments
- Accounting for Conservatorship
- Legislative Update
- Social Security
- Attorney General Update
- Practicing Law Without a License
- Reports to DPS
- Cyber Security

The MJC Board of Governors has adopted a 100% attendance policy at all conferences, and Chancery Court Clerks are required to attend 100% of the program to be reimbursed for mileage, meals, and hotel expenses.