

The Mississippi Judicial College

announces registration for the

Municipal Court Clerks Conference

September 11 - 13, 2019

Imperial Palace

850 Bayview Avenue
Biloxi, Mississippi

MAKING YOUR RESERVATION

IP Resort

Call in number: **888-946-2847**, press 1 for reservations

Or online: www.ipbiloxi.com/groups

GROUP CODE -S190367

A credit card will be needed to reserve the room; however, the room charge will be direct billed to MJC Master Account. Any charges outside of contracted lodging rate, are the responsibility of the conference attendee. If it becomes necessary to cancel your reservation, you will need to contact the IP within 72 hours of your scheduled check-in time.

The room block will drop Tuesday, August 20, 2019

(Reservations made after this deadline will be subject to the best available rate, however, MJC will reimburse only up to the contracted rate)

Hotel check-in is 4:00 p.m., checkout is 11:00 a.m.

- REGISTRATION:** Held onsite from 11:00 a.m. until 12:45 p.m. on Wednesday, September 11, 2019. You will be on your own for lunch.
- PROGRAM:** Commences at 1:00 p. m. on Wednesday, September 11, 2019 and will conclude on Friday, September 13, 2019 at 11:45 a. m. **Please visit** <https://mjc.olemiss.edu/conferences/> **for continually updated agenda.**
- MEALS:** Breakfast will be provided Thursday and Friday, September 12 & 13, 2019. Lunch will be provided on Thursday, September 12, 2019 all other meals during the conference to be reimbursed at MJC rate. If you commute for the conference you will not be reimbursed for dinner on Wednesday, September 11 and Thursday, September 12, 2019
- TRAVEL:** **Municipal Court Clerks** who drive personal vehicles will be reimbursed at the rate of .58 cents per mile.

The MJC Board of Governors has adopted a 100% attendance policy at all state mandated conferences, Mississippi Official Court Reporters are required to attend 100% of the program to be reimbursed for mileage and meals.

Coordinated by:

The Mississippi Judicial College

A division of the University of Mississippi School of Law

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