

The Mississippi Judicial College
announces registration for the
Chancery Court Clerks
Continuing Education Conference

February 4-6, 2020

Hilton
1001 East County Line Road
Jackson, MS

MAKING YOUR RESERVATION

MJC will be making reservations for all Chancery Clerks via a rooming list, please make sure that you choose the appropriate boxes on your reservation form to follow this announcement.

A credit card will be needed at time of check-in; however, the room charge will be direct billed to MJC Master Account for Chancery Court Clerks for the evenings of February 4 and 5, 2020. 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 MJC within 72 hours of your scheduled check-in time.

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 Tuesday, February 4, 2020. You will be on own for lunch.
- PROGRAM:** Commences at 1:00 p. m. on Tuesday, February 4, 2020 and will conclude on Thursday, February 6, 2020 at 12:00 p.m. **Please visit <https://mjc.olemiss.edu/conferences/> for continually updated agenda.**
- MEALS:** Breakfast will be provided Wednesday and Thursday, February 5 and 6, 2020. Lunch will be provided on Wednesday, February 5, all other meals during the conference to be reimbursed at MJC rate.
- TRAVEL:** **Chancery 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:
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