



June 8, 2010

Dear CMI User,

It is my pleasure to invite you to attend the annual CMI User Group Meeting to be held at Deer Creek Resort and Conference Center on October 24, 25 and 26, 2010. This conference provides a relaxed venue to meet with users of CMI products within your specific application to discuss any questions, concerns, or suggestions that have arisen throughout the year.

This year we have a very full and exciting schedule for each application. A CMI representative will be on hand in each round-table meeting to answer any question each user group might have. In addition, CMI will have on display their latest products for you to view and use with staff available to demonstrate and answer questions.

Business aside, Deer Creek is also a beautiful resort to come to, relax, and socialize with other professionals in your field from around the state of Ohio. It is also a time to meet the CMI staff whom we frequently speak to by phone or by e-mail, but have not had a chance to meet in person. We will start the conference off on Sunday night with a Tired Traveler's Reception from 5:30 p.m. to 10:00 p.m. and will be having a DJ (with trivia) on Monday evening.

This year for the first time, we will be offering a discounted rate for early registration, so be sure to register early! Upon registration, a receipt with the registration number will be sent to the email addresses provided on the application

Enclosed you will find a registration form for the conference that will need to be returned by Thursday, September 30, 2010. Due to late registrations in the past, we have been short on food and therefore, we cannot accept late registrations or walk-ins. You will also need to contact the lodge as soon as possible to make room reservations.

If you have any questions or suggestions regarding the conference, please do not hesitate to contact me at twisley@cityofrensselaerin.com or 219-866-4051. In addition, any of the board members are available to answer questions you may have. Their names and information are listed under CMI User Group at www.civicacmi.com. I look forward to seeing you in October.

Sincerely,

Tammy Wisley
CMI User Group President



2010 CMI User Group
October 24th, 25th & 26th, 2010
(Casual Dress)

Conference Registration

Using the enclosed registration form, you may complete registration for participation in all or part of the conference. All User Group information can also be obtained from the CMI website: **www.civicacmi.com**.

The conference registration form and checks need to be submitted to the following:

CMI User Group
ATTN: Janet Huse
109 E. Dudley St.
Maumee, OH 43537

CONFERENCE REGISTRATION DEADLINE: September 30, 2010

Lodging Reservations

Reservations for lodging will have to be made directly to Deer Creek Conference Center by calling 1-800-282-7275. (Please let the reservation personnel know that you are with the CMI User Group reservation: CMIBLOCK). In attempts to better utilize the available room space at Deer Creek, so more participants can join us, we are ask that you let the reservation clerk know how many will be in your group. There are several rooms that are capable of accommodating 4 or more persons. Cottages are also available upon request for large groups. Your assistance will be greatly appreciated, as this has been a major concern in past conferences.

Room reservations must be made prior to September 1 in order to take advantage of the special group rates offered by Deer Creek. These rates are \$115/per room and \$160/per cabin. Discounted rates are also available for Saturday and Tuesday nights, if you wish to arrive early or stay late. Please inquire about these rates with the Deer Creek reservations desk.

For further information regarding the accommodations, visit www.visitdeercreek.com. Deer Creek Conference Center is approximately 30 minutes south of Columbus and can be reached by taking SR 56 exit east from I-71 or I-70 to SR 207 south. Just follow the park signs to the lodge. The address is Deer Creek Resort and Conference Center, 22300 State Park Road 20, Mt. Sterling, OH 43143.

****If your agency is TAX EXEMPT**, you will need to pay for the lodging with a *department credit card* OR *agency check* AND *include a TAX EXEMPT FORM* at registration.

ROOM REGISTRATION DEADLINE: September 1, 2010

Meeting Check-In

There will be a CMI check-in table in the lobby of the lodge Sunday afternoon and both mornings of the conference. Sign in at the table to receive your meeting packet, agenda and name badge. Name badges must be worn to attend all meetings and meals, no exceptions.

Questions?

Contact

Tammy Wisley
RuthAnne Ross
Matt Schmunk
Janet Huse
Michelle Pollard

Email

twisley@cityofreusselaerin.com
rross@groveport.org
matt.schmunk@cityhall.lima.oh.us
huse-janet@maumee.org
pollardm@civicacmi.com

Phone

(219) 866-4051
(614)830-2052
(419) 998-5535
(419)897-7024
(800)686-9313

MAKE ROOM RESERVATIONS BY SEPTEMBER 1, 2010
MAKE CONFERENCE REGISTRATIONS BY SEPTEMBER 30, 2010

*******NO REGISTRATION REFUNDS AFTER OCTOBER 1, 2010*******



CMI USERS GROUP MEETING

October 24, 25 & 26, 2010
Deer Creek State Park Lodge

PLEASE PRINT

ORGANIZATION _____

DESIGNATED CONTACT _____ **PHONE** _____

ADDRESS _____

EMAIL ADDRESS _____

	Early before 8-30-10	After 9-1-10	Number Attending	Amount Paid
<u>Full Conference:</u>				
<small>(meals included)</small>				
User Group member	\$215.00	\$245.00	_____	_____
Spouse/Guest	\$135.00	\$155.00	_____	_____
<u>Single Day Conference:</u>				
<small>(meals included)</small>				
User Group member Monday only	\$135.00	\$155.00	_____	_____
User Group Member Tuesday only	\$110.00	\$130.00	_____	_____
Spouse/Guest Either Day	\$80.00	\$100.00	_____	_____
Specify Day _____				

******* Any Registrations after October 1, 2010 are subject to availability and additional late fees of \$5.00 per day will apply *******

Attendee information:

Please insert one of the following categories under Application Used: Finance, Payroll, Tax, Utilities, Police, Fire, Justice

Name	Email	Application Used
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Special Needs: Vegetarian, Vegan, other dietary, etc. _____

Make Checks Payable to: **CMI User Group**

Mail checks to: **CMI User Group**
Attention: Janet Huse
109 E. Dudley St.
Maumee, OH 43537

REGISTRATION FORMS AND PAYMENTS MUST BE RECEIVED BY SEPTEMBER 30, 2010
*******NO REFUNDS AFTER OCTOBER 1, 2010*******