



## Members and Spousal Members RETIREE EVENTS FALL 2019 REGISTRATION FORM

REGISTRATION RULES AND PROCEDURES ON BACK

**PLEASE NOTE: You must submit a separate check for each event for which you register.  
Each registrant must complete a separate registration form and submit a separate check for each event.**

**Name of Member:** \_\_\_\_\_ **Check Status:**  CSA Retiree  Spousal member

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Cell phone (REQUIRED):** \_\_\_\_\_

**Email (REQUIRED):** \_\_\_\_\_

**Emergency Contact:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Educational/ Cultural Event Code	Event Title	Fee
<i>Fall19</i>		
<i>Fall19</i>		
<i>Fall19</i>		
<i>Fall19</i>		
<i>Fall19</i>		
<i>Fall19</i>		
<i>Fall19</i>		

Confirmation will be sent by email.

**TOTAL:** \_\_\_\_\_

**Make checks payable to: CSA Retiree Chapter  
Mail to: CSA Retiree Chapter, Attn: Educational/Cultural Committee,  
40 Rector Street, 12th Floor, New York, NY 10006**

**ALL CANCELLATIONS MUST BE IN WRITING OR EMAIL TO LUCIE@CSA-NYC.ORG**

**FOR OFFICE USE ONLY:**

## What You Need To Know To Register (See Guest Registration Form Page R6)

### GENERAL PROCEDURES

1. Registration opens June 25 (online at 11 am). Only members and spousal members may register at this time. The online system will not allow guest registration. All registrations will be on a first come first served basis.
2. **Please note:** Members may register by mail or through the online system. **Guests may register by mail only and will be entered as of July 1.**
3. Guests may register without restrictions: F19 T6 - Harlem Jazz Music, F19 T7 - Harlem Jazz Music, F19 T16 - Jazz at Lincoln Center or Big Band Holidays, F19 L6 - Wine Seminar
4. All mail-in registrations up to the actual date of registration will be placed in one box. On that day of registration, registration forms will be withdrawn from the box randomly.
5. If you are placed on a waitlist, and a cancellation occurs the Retiree Office will contact you and place you on the registered list. No such change in your registration status will be made without contacting you and getting your approval. **If you no longer wish to be on the waitlist, call us at (212) 823-2076 or email lucie@csa-nyc.org.**
6. Members may register for any or all the program events. **All events are to be placed on one form. However, it is important that each registrant must complete a separate registration form.** If you intend to register by mail, make additional copies of the registration form as needed. Copies of the various registration forms can be found on the CSA website [www.csa-nyc.org](http://www.csa-nyc.org) under the Retiree Chapter heading in the "Upcoming Events" section.
7. In all of our events, the fee always includes all taxes and gratuities except otherwise noted.
8. In the case of too few registrants for an offering, the CSA Retiree Chapter reserves the right to cancel the program with full refunds.
9. All events are scheduled rain or shine.

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