



Registration Information

Annual Meeting of the New York Association of Conservation Districts

-and-

NYS Conservation Districts Employees Association Administrative / Management Conference

October 18th-20th, 2016

Syracuse, New York



New York Association of Conservation Districts
415 West Morris Street
Bath, NY 14810
607-794-8086
www.nyacd.org

August 1, 2016

**RE: Invitation to Register and Participate! NYACD Annual Meeting -and-
NYS Conservation Districts Employees Association Administrative / Management Conference**

Dear Soil and Water Conservation District Directors and Administrative/Management Professionals,

Since my first day in January of this year, I've had the privilege of visiting over twenty Conservation Districts and meeting over one hundred District Directors, and dozens of employees. I appreciate the warm welcome expressed by District Directors and employees, and would like to formally invite each of you to attend the Annual Meeting of the New York Association of Conservation Districts, and the NYS Conservation Districts Employees Association Administrative / Management Conference. Please consider this an official notice of this event taking place from October 18th-20th, 2016, in Syracuse, New York.

From Directors and Employees alike, I've heard stories about the challenges faced, and victories won by Soil and Water Conservation Districts, and have fielded many questions about NYACD and our role in making an impact on policy and legislation through our presence at the State level. NYACD is here to serve all local Soil and Water Conservation Districts across New York! We are excited to create a unified platform for networking, advocacy, training, and education, in order to impact Soil and Water Conservation District Directors and Employees both personally and professionally.

In addition to this invitation, included in this document are:

- Checklist for Districts and Directors
- Schedule, Sessions, Registration Information and Pricing
- Bylaws and Resolutions Process Summary and Deadlines
- Officer Nominations Letter, and Award Nominations Descriptions and Deadlines
- Program Booklet Sponsorship Ads – Due Friday, September 30th
- Silent Auction Item Request – Due on October 19th (at Registration)
- Condo Raffle Sign-Up Sheet – Due on October 19th (prior to the Banquet)

Through months of contemplation and anticipating this year's event, I believe that this should cover everything. If you have any questions, please ask. I would love to help in any way that I can.

Every locally lead Soil and Water Conservation District across New York benefits from the work of NYACD. If your District hasn't joined yet this year, now is a great time to move forward with submitting Membership Dues at your next Board Meeting. NYACD is a member-funded association, and to the Districts that have contributed financially with membership dues, we thank you for your support.

I look forward to seeing you all in October!

Sincerely,

Amber Paice, Executive Director
New York Association of Conservation Districts, Inc.

Annual Meeting of the New York Association of Conservation Districts

-and-

NYS Conservation Districts Employees Association Administrative/Management Conference

October 18th-20th, 2016

Syracuse, New York

Checklist for Districts and Directors:

- Check out the Schedule, Sessions, Registration Information, and Pricing**
- Select Your Registration Options and Sessions**
- Register Online** <https://goo.gl/forms/DZ894T5EGlhxa8IW2>

Early-Bird Registration: August 15th-31st

On-Time Registration: September 1st-15th

(This link was made available to the Soil and Water Conservation District via email, click the hyperlink to bypass typing it in, please find an electronic copy. Having trouble? Please contact Amber Paice, ambermay@nyacd.org, or 607-794-8086.)

- Submit Payment (Please make checks payable to NYACD, and mail to: NYACD, c/o Bill Peoples, 415 W. Morris St., Bath, NY 14810)**
- Review the Resolutions Process (Resolutions Due by Tuesday, September 6th)**
- Identify NYACD Leaders -and- make Nominations for 2016 Awards (Due by September 15th)**
- Purchase an Ad for the Program Booklet (Due by September 1st)**
- Sell Condo Raffle Tickets (Due by October 19th)**
- Bring a Donated Item to the Silent Auction and Raffle (Due on October 18th-19th)**

SCHEDULE

Annual Meeting of the New York Association of Conservation Districts

-and-

NYS Conservation Districts Employees Association Administrative/Management Conference

October 18th-20th, 2016

Syracuse, New York

TUESDAY OCTOBER 18th	WEDNESDAY OCTOBER 19th	THURSDAY OCTOBER 20th
	Volunteer Orientation (7:30-8AM)	Volunteer Orientation (7:30-8AM)
	Registration (8-10AM)	Registration (7:30-8:30AM)
	MORNING SESSION (10AM-12NOON) -Internal Controls Training -Personnel Record Management Training	MORNING SESSION (8:30AM-12NOON) -Human Resources and Employee Law Update Training
Volunteer Orientation (4:30-5pm)	Lunchtime Meetings -NYACD Divisions- (12NOON-1:30PM)	Lunch (12NOON-1PM)
Registration (5-7:30PM)	AFTERNOON SESSION (1:30-4PM) -Annual Meeting of the New York Association of Conservation Districts -Quickbooks Training	AFTERNOON SESSION (1-4PM) -District Personnel Management and Supervision Training -Professionalism and Ethics Training
ENJOY dinner on your own in the City of Syracuse! Attractions: The SU Hill (Syracuse University), Destiny USA Shopping Center, Armory Square, Thornden Park, Forman Park (across from the Crowne Plaza), Westcott Street, etc. Local Favorites: Faegan's, Phoebe's, Coleman's, Tully's, Coppertop Tavern, Blue Tusk Grill, and more!	NYACD Banquet Dinner (5PM)	Travel Home – Thank you for coming! See you next year.

See attached pages for more information. Thank you.

Registration Options -and- Pricing

Early-Bird (EB) Registration runs from August 15th-31st, and On-Time (OT) Registration runs from September 1st-15th.

FIRST-TIMER - DIRECTOR

Description: District Directors who are attending for the first time will receive \$50 off of their total Registration.

Registration Code: FT-50

Cost: No additional Cost

FULL STAY - SINGLE

Description: Two-Night Stay with a Single Occupancy Room (Includes Tuesday and Wednesday night hotel room; Meals: Breakfast- Wednesday and Thursday, Lunch- Wednesday and Thursday, Dinner- Wednesday Banquet; Breakout Sessions with coffee and snacks; and Sessions)

Registration Code: FS

Cost: \$350 EB, \$375 OT

FULL STAY - DOUBLE

Description: Two-Night Stay with a Double Occupancy Room (Includes same as FS, but with two guests in one room)

Registration Code: FD

Cost: \$305 ED, \$335 OT

HALF STAY - SINGLE

Description: One- Night Stay with a Single Occupancy Room (Includes Wednesday Night hotel room; Meals: Breakfast- Thursday, Lunch- Wednesday and Thursday, Dinner- Wednesday Banquet; coffee and snacks; and Sessions)

Registration Code: HS

Cost: \$300 EB, \$325 OT

HALF STAY - DOUBLE

Description: One-Night Stay with a Double Occupancy Room (Includes same as HS, but with two guests in one room)

Registration Code: HD

Cost: \$300 EB, \$325 OT

COMMUTER - WEDNESDAY

Description: Wednesday-Only Registration (Includes Wednesday morning and afternoon Sessions, coffee and snacks, lunch, and a Banquet Dinner)

Registration Code: CW

Cost: \$100 EB, \$125 OT

COMMUTER - THURSDAY

Description: Thursday-Only Registration (Includes Thursday morning and afternoon Sessions, coffee and snacks, lunch)

Registration Code: CT

Cost: \$100 EB, \$125 OT

COMMUTER - WEDNESDAY AND THURSDAY

Description: Wednesday and Thursday Registration (Combines WO and TO Options)

Registration Code: WT

Cost: \$200 EB, \$250 OT

BANQUET GUEST

Description: Banquet-Only (Guest is only attending the NYACD Banquet Only)

Registration Code: BG

Cost: \$50 EB, \$50 OT

SPONSOR - PLATINUM LEVEL

Description: One Full Registration to the NYACD Annual Meeting (Registration includes all classes, sessions, and meals for one individual); One additional Banquet Dinner Ticket; Exhibit Booth Space; Full Page Ad in the Program; Recognition at the Banquet (Wednesday, October 19th, at 6pm); Link to your business/etc. on www.nyacd.org

Registration Code: SP

Cost: A donation of \$1,000

SPONSOR - GOLD LEVEL

Description: Two Banquet Dinner Tickets (Wednesday, October 19th, at 6pm); Exhibit Booth Space; Full Page Ad in the Program; Link to your business/etc. on www.nyacd.org

Registration Code: SG

Cost: A donation of \$555

Session Options -and- Descriptions

TUESDAY REGISTRATION – 5-7:30PM

Make your visit more enjoyable by choosing to arrive the night prior to the start of the NYACD Annual Meeting and NYS CDEA Administrative / Management Conference! Dinner will be on your own. Sessions will begin on Wednesday.

WEDNESDAY MORNING SESSION OPTIONS – 10AM-12NOON

[Registration is from 8-10AM in the Crowne Plaza Conference Center]

CLASS - INTERNAL CONTROLS TRAINING

Audience: Directors and Managers

Registration Code: WAM1

Instructors: Randall R. Shepard, CPA, Partner, The Bonadio Group; Gregg Evans, CPA, Partner, The Bonadio Group; and Keeley A. Hines, CPA, Principal, The Bonadio Group

Date and Time: Wednesday, October 19th, 10AM-12NOON

Description: District Directors are tasked with preparing and managing a budget, and making sure that their local Soil and Water Conservation Districts meet external and internal reporting standards. In order to evaluate existing financial documents and systems, adequate internal controls need to be in place. Effective internal reviews can combat noncompliance issues and inappropriate disbursements that may otherwise be overlooked. Since District Directors have a fiduciary responsibility to effectively oversee the financial operations, professionals from The Bonadio Group will discuss how to develop a budget, and design internal controls.

CLASS - PERSONNEL RECORD MANAGEMENT TRAINING

Audience: Administrators

Registration Code: WAM2

Date and Time: Wednesday, October 19th, 10AM-12NOON

Instructor: Onondaga County Human Resources Department

Description: In this informative class, District Administrators will be able to achieve the following outcomes:

- How to build a Personnel File correctly,
- What items are considered PII (Personal Identification Information) and need to be safeguarded,
- Who has full access to Personnel Files,
- Which forms are required pre-employment,
- Which forms must be kept in file, which forms stored separately, and
- How long after employment should file be kept.

Anyone handling employee paperwork will benefit from attending this course.

LUNCHTIME DIVISION MEETINGS – 12NOON-1:30PM

Audience: All Directors Attending

Registration Code: DVM

Date and Time: Wednesday, October 19th, 12NOON-1:30PM

Facilitator: Division Directors

Description: Meeting as a Division creates potential for connecting with other Directors within a close geographic area. Throughout the year, NYACD encourages Directors within a Division to meet and conduct business including presenting Resolutions and electing a Division Director. Lunchtime Division Meetings are designed to promote networking, provide a time for Divisions unable to meet during the year to elect Division Directors (for Districts II, VI, and VIII, and for any other Division seeking new leadership). Though the time for Resolutions has passed for this year, Divisions can discuss if anyone has any ideas to be brought forward to NYACD Membership at next year's Annual Meeting.

WEDNESDAY AFTERNOON SESSION OPTIONS – 1:30-4PM

ANNUAL BUSINESS MEETING - THE NEW YORK ASSOCIATION OF CONSERVATION DISTRICTS

Audience: Directors and Managers

Registration Code: WPM1

Date and Time: Thursday, October 20th, 1:30-4PM

Presiding Officer: Dan Farrand, President, New York Association of Conservation Districts

Description: Every year, Members of the New York Association of Conservation Districts meet to conduct official business of the Association. This includes a review of the previous year's accomplishments, the election of the Officer Team for the upcoming year, the presentation and approval of the 2016-17 Budget, and the review and presentation of Resolutions brought forward by local Soil and Water Conservation District Directors. Divisions who were not year able to meet during the year will elect their Division Directors. Overall, this meeting is focused on creating a friendly and welcoming atmosphere promoting networking, advocacy, training, unity, relationships, and education. We look forward to completing great work on behalf of Soil and Water Conservation Districts statewide.

CLASS - QUICKBOOKS TRAINING

Audience: Administrators

Registration Code: WPM2

Date and Time: Thursday, October 20th, 1-5PM

Instructor: Cathy Comfort, Conservation Secretary/Treasurer, Wayne County Soil and Water

Description: A quick overview of some of the utilities in QuickBooks that are not used in everyday financial activities. Many of the Soil and Water Districts have used QuickBooks for 15+ years and have large files, data integrity problems or do not realize what is included in the backup files. This class will help you understand all those problems and the tools to fix them while also talking about the importance of setting the closing date every year. If you have other questions you would like addressed, please email them and as time permits they will be looked at as well.

THURSDAY MORNING SESSION OPTIONS – 8:30AM-12NOON

[Registration is from 7:30-8:30AM in the Crowne Plaza Conference Center]

CLASS- HUMAN RESOURCES AND EMPLOYEE LAW UPDATE TRAINING

Audience: Directors, Managers & Administrators

Registration Code: TAM1

Date and Time: Thursday, October 20th, 8:30AM-12NOON

Instructor: TBD, New York State Labor Department

Description: Keeping up with governing employment law and navigating ever-changing legislation can become overwhelming. Even the most seasoned human resource professionals can fall victim to inadvertent violations of state and federal regulations. This training taught by professionals from the New York State Labor Department, will provide tips and techniques to make you more confident as an employer.

THURSDAY AFTERNOON SESSION OPTIONS – 1-4PM

CLASS- DISTRICT PERSONNEL MANAGEMENT AND SUPERVISION TRAINING

Audience: Directors

Registration Code: TPM1

Date and Time: Thursday, October 20th, 1-4PM

Instructor: Mike Brown, of the National Association of State Conservation Agencies (NASCA)

Description: Board members sometimes lack experience in managing and supervising employees. With volunteer board members, the challenge of managing and supervising employees is a big one, since some board members may only see the district employees at board meetings and special events. This can put the employees pretty well on their own when it comes to carrying out their jobs and dealing with other office staff members. The New York Association of Conservation Districts has invited Mike Brown of the National Association of State Conservation Agencies (NASCA) to deliver information to assist with employee problems and help develop tools that will improve how district board better supervise employees.

CLASS- PROFESSIONALISM AND ETHICS TRAINING

Audience: Directors, Managers & Administrators

Registration Code: TPM2

Date and Time: Thursday, October 20th, 1-4PM

Instructors: Jennifer Clifford, Brian Steinmuller, and Chris Cuddeback, of the Department of Ag & Markets

Description: This course will cover professionalism, ethics, and standards as it relates to public officers law, contracts, inter-municipal agreements, and grants or for any other reason. In the process of administering state grants, conflicts of interest may arise. This course will discuss legal and ethical issues that could exist and suggest ways to remove or mitigate against the appearance of conflicts of interest. This course will also explore the professional and ethical standards that public employees and hired contractors should be held to as stewards and recipients of public funds. This course is for directors and district staff.

Resolutions Process Summary -- Due September 6th

New York Association of Conservation Districts, Inc.

In addition to fun, networking, and training, the NYACD Annual Meeting will feature Officer Elections, and the presentation of Resolutions. Resolutions derive from District Directors identifying a need, and then communicating that need in written form requesting specific changes to take place in policy and legislation at the State Level.

***Submit Resolutions to NYACD by September 6th**, to ambermay@nyacd.org, with the subject heading, "NYACD 2016-17 Resolutions." Documents received will be reviewed by the NYACD Board of Directors, and then submitted to District Directors from local Soil and Water Conservation Districts within the required timeframe. Please submit Resolutions to ambermay@nyacd.org, with subject heading "NYACD 2016-17 Resolutions" by Thursday, September 15th.*

Understanding the Resolution Process through the New York Association of Conservation Districts

(Excerpt from the article featured in the NYS CEA Newsletter - May 2016)

You have great ideas! Employees and District Directors have direct influence on legislation in New York State through the New York Association of Conservation Districts. It's time to be heard, and NYACD relies on the input of member Soil and Water Conservation Districts to create and move legislation through the New York State government.

Taking place from October 18th-20th in Syracuse, New York, the NYACD Annual Meeting will showcase your homegrown Resolutions to be voted on by Member Districts. In order for your Resolutions to be considered, it is required that the process described in the existing Bylaws of NYACD is followed.

This is how the process works:

Division Meetings must take place prior to July 1st of the current year, set up by Division Directors.

Resolutions for New York State lawmakers to consider must be voted on during the Division Meetings, and passed Resolutions must be submitted to NYACD.

Resolutions received from Divisions will be available to All Divisions prior to the Annual Meeting for review.

If approved by a majority vote at the Annual Meeting, they will be submitted to the State Soil and Water Conservation Committee, and possibly drafted as a Bill, impacting policies and State legislation.

Your leadership and presence can have great influence over Soil and Water Conservation in New York. If you have an idea, please bring it to up at your Division Meeting. At Division Meetings, Division Directors are elected; odd Divisions vote during odd years, and even Divisions vote during even years. Please contact Amber Paice, NYACD Executive Director, with any questions you may have; ambermay@nyacd.org, or 607-794-8086. Thank you.



New York Association of Conservation Districts
415 West Morris Street
Bath, NY 14810
607-794-8086
www.nyacd.org

August 1, 2016

RE: A Call for Leaders – Officer and District Director Nominations

Dear Conservation District Managers, Executive Directors, and District Directors,

While working with nonprofits both professionally and as a volunteer, I've learned from great teachers about serving others. Leaving a lasting impression was John C. Maxwell. His philosophy is simple: Everything rises and falls on leadership. When leaders are strong, the organization is healthy, growing, and achieving its purpose. I believe that the number one way to keep momentum in the positive changes taking place within the New York Association of Conservation Districts is to identify and recruit excellent leaders. I am reaching out to you to identify Directors serving as leaders on your local Soil and Water Conservation District Board to bring their excellence to the New York Association of Conservation Districts.

Is there someone on your local SWCD Board who is a great leader? It's time for new leaders to join the NYACD team, and share their experience, knowledge, and passion for natural resource conservation! There are over 300 Conservation District Directors statewide serving in 58 Soil and Water Conservation Districts, and there are three options for them to become more involved in NYACD, in addition to attending training, events, and programming. These options include becoming a NYACD District Delegate, or join the NYACD Officer team, featuring the best of the best.

Elections for NYACD Officers will take place at the Annual Meeting on October 19th for the Executive Officer Team, and elections will take place for Division Directors in Division II, Division III, Division V, Division VI, Division VII, and Division VIII. We need good leadership; NYACD's success depends on it. Today, we would like to hear from you. Please identify who on your Board would be a great leader on the Board of Directors of NYACD, and email the attached form titled "NYACD 2016-17 Nomination" to ambermay@nyacd.org with the subject "NYACD 2016-17 Nomination". This is not required, however, it would be helpful for the Nominating Committee to know who is interested in running for office.

When sending NYACD Membership Assessments at the beginning of the year, NYACD will ask every Conservation District to identify a District Delegate. A District Delegate is a Conservation District Director who will be the primary liaison between NYACD and your local Soil and Water Conservation District. This is a great step for those who are interested in NYACD, and possibly becoming an officer down the road. Identifying one person to reach out to will allow NYACD to better serve you.

Thank you for your willingness to impact this year's success. Have a great day, and I look forward to seeing you at the Annual Meeting.

Sincerely,

Amber Paice, Executive Director
New York Association of Conservation Districts, Inc.



New York Association of Conservation Districts, Inc.
INVITATION TO MAKE NOMINATIONS FOR 2016 AWARDS

Commendation Award

Recognizes a District or agency employee for superior professional achievement. The activities assist, promote, and advance the programs of SWCDs, or NYACD or the wise use and management of soil, water and related natural resources. The activities are performed in a professional manner, with a high degree of skill and quality. The activity serves as an example of good conservation and development of natural resources and for contributes to a better understanding of conservation districts. The award may be given for recent or sustained activity.

Partnership Award

To recognize a SWCD Director, SWCD employee, NRCS employee, or NYS Soil and Water Conservation Committee member (voting or advisory) for outstanding effort or activity that promotes and advances District programs. Awarded to a conservation partner, either an individual or an organization, who has promoted and supported partnership efforts with SWCDs to implement conservation projects, enhance education activities, and or overall improve conservation efforts at all levels.

Special Service Award

To recognize a person, agency organization or firm for special services to Conservation Districts or the Association. The nominee should have performed special services or activities that significantly helped Districts or the Association more effectively carry out their objectives or programs. The activity may have been performed recently or for sustained support or services.

Distinguished Service Award

To recognize an Association Division or Officer for Distinguished service to the Association. The activities promote and advance the objective, policies and programs of the Association. The activities, marked by distinction, have been recent or sustained. There is no limit to the number of times this award may be given to an individual. The candidate must be nominated by an Association committee or member of the Board. Nominations should include a narrative to document the specific accomplishments of the nominee.

Diversity Award

To recognize conservation district service. Activities of the SWCD exhibit a diversity of board, a variety of service to all constituent groups, diversity of programs, employee diversity. The district must also demonstrate efforts to improve or continue efforts to carry out conservation in a wide array of manners. State winner will be nominated in the NACD awards program.

Appreciation Award

Many times we hear that a member of the media, or farmer or educator or legislator, etc. has provided a service, not just to the SWCD, but to the conservation ethics that we hold dear. This award(s) is to recognize *those efforts*.

Deadline: September 15, 2016

Return to:

NYACD

415 West Morris Street
Bath, New York 14810

****Nominators** should submit a narrative to clearly document the specific accomplishments of the nominee. Contact: Dan Farrand 607-542-8304; Amber Paice, Executive Director, 607-794-8086 with any questions.



New York Association of Conservation Districts
415 West Morris Street
Bath, NY 14810
607-794-8086
www.nyacd.org

August 1, 2016

RE: Purchase an Ad in this year's Program Booklet to Support the NYACD Annual Meeting

Dear Soil and Water Conservation District Directors,

Clean water, stable soils, and fresh air make life more enjoyable. Supporting efforts to protect natural resources, the New York Association of Conservation Districts promotes programming put into action by county-based Soil and Water Conservation Districts. There are 58 Soil and Water Conservation Districts statewide that are supported through New York State's Environmental Protection Fund, and lead by a local Board of Directors. The New York Association of Conservation Districts provides opportunities for networking, education, and training, and promotes unity among District Directors.

To highlight the achievements of Soil and Water Conservation District Directors, the New York Association of Conservation Districts is hosting their Annual Meeting from October 18th-20th, 2016. At this event, District Directors and Employees will be informed of current events and legislation, network, and attend training. Since you have shown interest in natural resource conservation, we are reaching out to you today to ask you to join us by offering your financial support.

As a District Director, you have the opportunity to support the NYACD Annual Meeting in three capacities. 1) Decide to have your local Soil and Water Conservation District take out an Ad, 2) Take out an Ad on behalf of the business or farm that you own, or to advertise your political campaign, or 3) Ask someone you know who supports Soil and Water Conservation to take out an Ad. Levels of sponsorship are available and listed on the corresponding form.

In order to produce the NYACD Annual Meeting Program Booklets in plenty of time for this year's event, please submit Sponsorship Forms no later than Thursday, September 1st. We appreciate your generous support, however, we want to share with you that the New York Association of Conservation Districts, Inc., is a 501 (c) (6) tax exempt organization, and donations made are not tax deductible.

We appreciate your support, and look forward to hearing from you!

Sincerely,

Amber Paice, Executive Director
New York Association of Conservation Districts, Inc.
607-794-8086, ambermay@nyacd.org, www.nyacd.org

Dan Farrand, President
New York Association of Conservation Districts, Inc.



New York Association of Conservation Districts
 415 West Morris Street
 Bath, NY 14810
 607-794-8086
 www.nyacd.org

Purchase an Ad ... It's as Easy as 1-2-3!

Step 1: Select Sponsorship Level (check the best fit for you!)

- \$1000 Platinum Sponsorship** *Stand out above the rest, and say 'yes' to this level!*
 Includes:
 - One Full Registration to the NYACD Annual Meeting (Registration includes all classes, sessions, and meals for one individual);
 - One additional Banquet Dinner Ticket;
 - Exhibit Booth Space;
 - Full Page Ad in the Program;
 - Recognition at the Banquet (Wednesday, October 19th, at 6pm);
 - Link to your business/etc. on www.nyacd.org

- \$555 Gold Sponsorship** *Show you generous golden support!*
 Includes:
 - Two Banquet Dinner Tickets (Wednesday, October 19th, at 6pm);
 - Exhibit Booth Space;
 - Full Page Ad in the Program;
 - Link to your business/etc. on www.nyacd.org

Program Sponsorship *Be featured in the Program Booklet! Marketing Matters.*

- \$300 Full Page Ad
- \$150 Half Page Ad
- \$100 Quarter Page Ad

District Program Sponsorship *Show your NYACD Pride with an Ad! Exclusively for Members.*

- \$150 ~~\$300~~ Full Page Ad
- \$75 ~~\$150~~ Half Page Ad
- \$50 ~~\$100~~ Quarter Page Ad

Step 2: Share Your Details! (please write legibly)

Farm/ Business/District/Individual Name (As You'd like it listed) _____

Name of Contact _____

Phone Number _____ E-mail _____

Address (As you'd like it listed) _____

Web Address _____

(Email your Ad in a .jpg format to ambermay@nyacd.org; include photos, logos, etc.)

Step 3: Submit Payment

Return a copy of this form with check payable to NYACD, to NYACD, Inc., 415 West Morris Street, Bath, New York 14810. *Donations made are not tax deductible.*

Questions? Contact Amber Paice, NYACD Executive Director, 607-794-8086

Ads must be purchased and submitted prior to September 1st. Thank you!

CONDO VACATION RAFFLE!!!



WIN A WEEK'S STAY IN ORLANDO, FLORIDA!

(-or- destination of equivalent value, or \$300 cash)

ONE ENTRY For \$10

THREE ENTRIES For \$25

-or- Buy The ENTIRE SHEET (15 Entries) for \$100

One lucky winner will be selected at the NYACD Annual Meeting on October 18th-20th in Syracuse. Participation in this Event is encouraged, however, entrants do not need to be present to win. Payment is accepted in the form of Cash, or Checks made payable to NYACD.

Name of Person Handling this Form

Total Amt. Collected

Name	Phone	SWCD	No. Entries	Amount Paid	(Internal Use)
1			<input type="checkbox"/> 15 <input type="checkbox"/> 3 <input type="checkbox"/> 1	\$ _____ <input type="checkbox"/> Cash <input type="checkbox"/> Check # _____	
2			<input type="checkbox"/> 15 <input type="checkbox"/> 3 <input type="checkbox"/> 1	\$ _____ <input type="checkbox"/> Cash <input type="checkbox"/> Check # _____	
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15			<input type="checkbox"/> 15 <input type="checkbox"/> 3 <input type="checkbox"/> 1	\$ _____ <input type="checkbox"/> Cash <input type="checkbox"/> Check # _____	

ENTRY FORMS ARE DUE PRIOR TO THE DRAWING ON OCTOBER 19TH. THANK YOU FOR YOUR SUPPORT!

NYACD BOARD OF DIRECTORS

Proceeds support the New York Association of Conservation Districts, Inc. 2016 Annual Meeting.

Silent Auction and Raffle

Donation Request

Let's work together! In order to keep the Annual Meeting affordable, Districts are invited to donate at least one item to the Silent Auction and Raffle.

Districts can either purchase a donated item collectively, Directors and Employees can bring items, or Districts can even ask for a donation for an item at a local establishment. Be creative! We can't wait to see the variety of items that Districts can come up with. Thank you in advance for your contributions!

Sign-ups and ticket sales begin on Tuesday, October 18th. Tickets will be sold at Registration until the winners are announced at the Banquet on Wednesday, October 19th.

While we appreciate your contributions, donated items are not reimbursable by NYACP. Thank You!