

Domestic Relations Mediation Training

State Court Administrative Office - Hall of Justice - 925 West Ottawa Lansing, Michigan

Phone: 517-373-4839 Fax Number: 517-373-5748

Registration Deadline: Thursday, August 26, 2010

Lodging available at: **Radisson Hotel Lansing - Lansing, Michigan**

Training Dates and Times:

Monday, October 4	8:00 a.m. – 5:00 p.m.
Tuesday, October 5	8:00 a.m. – 5:00 p.m.
Wednesday, October 6	8:00 a.m. – 5:00 p.m.
Monday, October 11	8:00 a.m. – 5:00 p.m.
Tuesday, October 12	8:00 a.m. – 5:00 p.m.

This training is a full five day intensive skills-based seminar.
Participants must commit to attending the entire five day program.

Name: _____ Title: _____

Center Name: _____

Your Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone: _____

(Required) E-mail Address, please print/enter below.

LODGING/ACCOMMODATIONS

Double-occupancy lodging assigned by the Office of Dispute Resolution will be provided for the evenings of October 3, 4, 5 and October 10 and 11, free of charge for eligible participants. However, if a single room is requested, the participant is responsible for ½ the cost of a double-occupancy room. Please indicate your lodging requirements below. Your home/office (where you are departing from) must be located in excess of **65 miles** from the training site to qualify for paid/partially paid lodging.

Lodging Nights Requested

I will NOT require lodging

My home or office is located more than 65 miles from the Michigan Hall of Justice. I will require lodging for the following night(s):

- Sunday, October 3, 2010
- Monday, October 4, 2010
- Tuesday, October 5, 2010
- Sunday, October 10, 2010
- Monday, October 11, 2010

Occupancy Preference

- Single Occupancy (participant pays the difference in room rate, which is approximately \$38.00 per night plus applicable tax.)
- Double occupancy (SCAO pays the cost of the room and a roommate is assigned if not requested)

Preferred Roommate: _____

Roommate's Center's Name: _____

ACCOMMODATIONS

Please list below any special accommodations that you will require during your stay (i.e. wheelchair access, vegetarian meals, etc.)

LODGING CANCELLATION

ODR arranges guaranteed room reservations based on your request. Please direct all room changes and/or cancellations to Chris Harris at the State Court Administrative Office, (517) 373-4839. Please note that **if you do not cancel your room reservation through our office AT LEAST 48 hours prior to your first night of stay, you or your center could be billed the cost of the room.**

PLEASE FAX OR E-MAIL COMPLETED REGISTRATION TO CHRIS HARRIS

FAX NUMBER: 517-373-5748 E-MAIL: HARRISC@COURTS.MI.GOV

Please Include the Domestic Relations Mediation Training Application with This Form

**REGISTRATION DEADLINE:
Thursday, August 26, 2010**

Training Location:

Michigan Hall of Justice
Main Conference Room
925 West Ottawa St.
Lansing, MI 48913
Tel: 517- 373-4839
Fax: 517- 373-5748

Lodging Location:

Radisson Hotel Lansing
111 N. Grand Avenue
Lansing, Michigan 48933
Tel: 517- 482-0188
Fax: 517-487-6646
Website: <http://www.radisson.com/lansingmi>

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