

## Ohio Early Childhood Systems Conference



### "Infant Early Childhood Wellness: A Systems Approach to Integrated Care"

March 25-28, 2019

#### Purchase Order (PO) 2019 Conference Registration Guidelines

1. Please submit your PO to Judith Santmire, OCCRRA via email at: [jsantmire@occrra.org](mailto:jsantmire@occrra.org)
2. Included in the submission should include the all the first and last names and emails of those planning to attend under the provided purchase order.
3. OCCRRA will provide a code to register with the Attendify app to the individual submitting the PO. We ask that this code only be shared with those planning to attend.
4. All conference participants will need to register electronically through the Attendify App. Those planning to attend should download the Attendify app and complete the process.
  - a. Register through Our Conference Website [v84arj.attendify.io](http://v84arj.attendify.io)
  - b. Download the Attendify App on your Smartphone or Tablet
  - c. Join Event: Ohio EC Systems Conference
5. OCCRRA will send an invoice for payment after the conference occurs.
6. Remittance of Payment is needed within 30 days of the event of invoicing C/O

Judith Santmire, COO  
OCCRRA  
2760 Airport Drive Suite 160  
Columbus, Ohio 43219  
614-310-1363 phone

*Thank You!*