



2019 WISCONSIN STATE LAW ENFORCEMENT EXPLORER CONFERENCE

Advisor Checklist

Registration is due January 11, 2019.

1. **Complete Registration Form for each Explorer and Advisor attending.**
 - a. For the safety of all attendees, please be sure to list all allergies and the ages of all Explorers.
 - b. Turn in original and keep a copy.
2. **Complete a LFL Medical Form for each Explorer and Advisor Attending.**
 - a. Turn in original and keep a copy.
3. **Complete Post Registration Form listing all Explorers and Advisors attending.**
4. **Complete Room Assignment Request**
 - a. Every effort will be made to room Explorers from the same post together, but we cannot guarantee room requests
5. **Submit all required forms with full payment by January 11, 2019.**
 - a. Registration cancelled prior to January 25, 2019 will be subject to a \$50.00 processing fee.
 - b. Registration cancelled after that date will not be refunded.
 - c. Registration should be submitted to:

Eileen Donovan
WLEEAA, Inc. Secretary
5601 W Andover Rd.
Milwaukee, WI 53219
E-mail: edonov424@gmail.com

Registrations received via email will not be confirmed until payment is received.