

9. Bus Transportation: (Check one)

- No. Bus transportation is not needed.
- Yes. Bus transportation is needed. (Give specific destination and address)

10. Boxed Lunches (Check one)

- No. Boxed lunches are not needed; participants will return to cafeteria for lunch.
- Yes. Boxed lunches are needed; participants will not return to cafeteria for lunch.

11. Instructor(s) information: The following information is required for **every** instructor. UW-Extension employees may be reimbursed for expenses only although non-Extension employees are allowed both expenses and an honorarium.

Name: _____
 Street Address: _____
 City/State/Zip: _____
 e-mail _____

Title & position _____
 Cell Phone: (____) _____
 UWEX Employee: Yes No

Name: _____
 Street Address: _____
 City/State/Zip: _____
 e-mail _____

Title & position _____
 Cell Phone: (____) _____
 UWEX Employee: Yes No

Name: _____
 Street Address: _____
 City/State/Zip: _____
 e-mail _____

Title & position _____
 Cell Phone: (____) _____
 UWEX Employee: Yes No

12. Lodging for instructors will be provided at the dorm, if needed. (Indicate only if needed.)

Name of person needing a room	Gender	Monday night	Tuesday night	Wednesday night

13. Meals needed - _____

14. Parking permits needed? yes no

Name(s) of person(s) needing permits	Check day(s) needed			
	Monday	Tuesday	Wednesday	Thursday

15. Any other comments or information:

**Proposals must be received at State 4-H office by November 21, 2008 at:
 WI 4-H Outreach, 431 Lowell Hall, 610 Langdon St., Madison WI 53703-1195**

STATE SPECIALISTS: PLEASE ENTER ALL INFORMATION INTO THE EXCEL SPREADSHEET g:coop/4h/YthConference/09sems/09-Master Info BY DEC. 1, 2008.