



NATIONAL BLACK POLICE ASSOCIATION

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The Workshop Schedule Planning for the 2018 NBPA 46th Annual National Education and Training Conference, July 2 – July 9, 2018, has begun. The Westin Gaslamp Quarter Hotel in San Diego, California, will be our host hotel. The workshop dates available will be Pre-conference July 1st and 2nd.

Email the completed form and attachments requested to the National Office at nationaloffice@BlackPolice.org. For more information please contact the National Office at 855-TRY-NBPA (879-6272). All applicants should receive an email acknowledging the email submission request to present a workshop. Signature workshops and certificate workshops will be given first priority on a first come first serve basis. This workshop form is due **by Friday, MAY 4, 2018 AND SUBMISSIONS WILL BE TAKEN UP TO THE PRINTING, BUT PLEASE NOTE THAT SLOTS MAY BE FULL.**

Presenter Name and Title:

Agency/Company/Organization:

Address:

E-mail:

Contact Phone:

Biography and Resume (attach):

Workshop Title:

Workshop Description (attach):

Workshop Length (Please choose **2, 3 or 4 hours**):

Desired Date; and TWO Alternate Dates:

Moderator Name/Title and email address: (All workshops will have an NBPA Moderator unless specified by presenter):

Audio/Visual Needs: (Presenters must provide their own laptops; any presenter who request, but does not use may be charged fees for the unused equipment):

Room Arrangements: Workshop rooms will be set either classroom or theater style unless there is a specific request for a different set up.

Note to All Workshop Presenters:

***All presenters are allowed and encouraged to distribute business cards, contact information and website reference to workshop participants. The workshop presenter will not sell any books, host any book signings, or sell any materials in their respective workshops. Should you wish to have a book signing or sell materials you must contact the NBPA National Office to secure a vendor booth. Please acknowledge receipt of this communication, which indicates your agreement to follow this policy. There is a possibility that your workshop will be filmed or photographed. There is LIMITED monetary compensation for workshop presenters and/or expenses incurred. This form must be signed before any workshop begins.**

Signature _____ Date _____