

**Hawaii Comprehensive Cancer Control Coalition (HCCCC)  
Journey Together: Cancer Survivorship Conference 2015**

**GENERAL INFORMATION**

**DATE:** Thursday June 11, 2015

**LOCATION:** Pomaikai Ballrooms at Dole Cannery ~ Iwilei  
735 Iwilei Road  
Honolulu, Hawaii 96817

8:00 am – 9:00 am: Registration  
9:00 am – 4:00 pm: Conference

**REGISTRATION FEE: \$25.00** (Includes continental breakfast, lunch, and fully validated parking)

**PAYMENT** can be made by one of the following:

1. **CHECKS:** Make check payable to: **UNIVERSITY OF HAWAII**. Mail with the registration form to: University of Hawai'i Conference & Event Services; 1951 East-West Road, #202; Honolulu, HI 96822.
2. **CREDIT CARDS:** (1) Submitted with registration form OR (2) Online at [http://\\_\\_\\_\\_\\_TBD\\_\\_\\_\\_\\_](http://_____TBD_____) MasterCard/VISA/Discover only will be processed by the UHM Conference & Event Services, Auxiliary Enterprises.
3. **PURCHASE ORDERS:** Government and company purchase orders with authorized signature will be accepted and must accompany the registration form. Address purchase orders to: UHM Conference & Event Services, 1951 East West Rd. #202, Honolulu, HI 96822.

**DEADLINE:** Deadline for registrations is **Monday, June 8, 2015**. Form of payment must accompany the registration. Credit card numbers submitted with registration will be processed upon receipt. Registrations will not be processed without payment.

**REFUNDS:** Cancellations with requests for refunds must be received by Conference & Event Services by June 8, 2015, in writing. Email request to Kenlynn Nelson: [kenlynn8@hawaii.edu](mailto:kenlynn8@hawaii.edu) No refunds will be made thereafter. Please allow approximately 2-3 weeks for processing.

**ACCESSIBILITY ASSISTANCE:** If you would like assistance due to a mobility, hearing, or sight impairment, you are warmly encouraged to contact Conference & Event Services at 956-8204 by May 11, 2015.

**PARKING:** Available on-site; validated with registration.

Please submit registration form, payment and if applicable, Neighbor Island Air Travel Scholarship Form to:

Kenlynn Nelson  
UHM Conference & Event Services  
1951 East West Road #202  
Honolulu, Hawaii 96822  
Phone: (808) 956-8204  
Fax: (808) 956-4372  
Email: [kenlynn8@hawaii.edu](mailto:kenlynn8@hawaii.edu)

## REGISTRATION FORM

### Journey Together: Cancer Survivorship Conference June 11, 2015

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Survivor       Caregiver       Other \_\_\_\_\_

#### Payment Information

Select payment type:  VISA    MASTERCARD    DISC       CHECK (Made payable to: **University of Hawaii**)

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Card Security Code \_\_\_\_\_ (last 3 digits on back of card)

Cardholder Name: \_\_\_\_\_

Cardholder Address (if different from above): \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_

#### Air Travel Scholarship Request for Neighbor Island Participants

For Travel Scholarship Requests, complete and submit this form by **May 29, 2015** to Kenlynn Nelson (UHM Conference & Event Services)

Complete all information, including desired flight schedules.

Full name as it appears on ID:    First \_\_\_\_\_      Middle \_\_\_\_\_      Last: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_      Male       Female

Departure City: \_\_\_\_\_

Departure Date/Time: \_\_\_\_\_      Return Date/Time: \_\_\_\_\_

Departure Airline & Flight #: \_\_\_\_\_      Return Airline & Flight #: \_\_\_\_\_

Air Carrier: \_\_\_\_\_      Mileage Number: \_\_\_\_\_

Special Accommodations: \_\_\_\_\_

UHM Conference & Event Service will arrange your air travel based on your desired itinerary above, and contact you by email when it is confirmed. **IMPORTANT:** The traveler will be responsible for any changes and additional charges on air travel once reservation is made. Travel by specific air carrier is not guaranteed.

Check here if you would like to also request a Car Rental Scholarship

#### Car Rental Request:

Budget allocation for car rental is available, but limited. Upon approval from UHM Conference & Event Services, please reserve and pay for your own car rental. Conference & Event Services will email you forms to process your reimbursement. Save all original receipts for your car rental and mail to: Conference & Event Services, 1951 East-West Road, #202, Honolulu, HI 96822 within **10 days** of the conference. Please allow 6 weeks for reimbursement to be processed.

#### Limitations:

- Air and/or ground travel made without approval will not be reimbursed.
- ORIGINAL receipts are required for reimbursement.
- The State and/or the State Department of Health is not responsible for any liability and/or actions as a result of a NON-State employee consultant, client, foster parent, etc.) renting a car. Each NON-State employee needs to ARRANGE AND PAY for their own car rental insurance.