

**Pacific Coast Association of the Swedenborgian Church
Annual Meeting, October 7 — 9, 2022**

REGISTRATION FORM

You are invited to attend the 102nd Annual PCA Meeting, October 7-9, hosted by the San Francisco Swedenborgian Church (SFSC). All meetings and meals will be held at SFSC, 2107 Lyon Street, SF, CA 94115, 415-346-6466

Please see Page 2 for important program and registration details or go to www.sfwedenborgian.org/pca

REGISTRATION, Payment, Deadline & Cancellations: Please choose and fill out the registration details below that apply to you. The cost must be paid in full by 5pm PDT, September 26th. No exceptions. Cancellations made after September 30th will be fully charged. For questions or cancellation, please call or email the SFSC office at 415-346-6466 or office@sfwedenborgian.org.

Last Name	First Name
Address	
Email	Phone
SPECIAL REQUESTS (DIETARY, HOUSING, ROOMMATE)	IDENTIFY WHO YOU ARE BY CIRCLING A NUMBER 1. Day Attendee 2. PCA Members from out-of-town 3. PCA Ministers 4. Designated Delegate 5. Board Member
<i>One person per form. Please use a separate piece of paper for any additional information.</i>	

Special Diets: Please be sure to include a detail of your dietary restrictions in the space provided above (allergies, vegetarian, vegan, gluten free, etc.).

(A) Mandatory, Non-Refundable Registration Fee	\$35
(B) Select Meal Option <i>(check all that apply and add total to right)</i> Friday : Dinner \$25 ___ Saturday: Breakfast \$10 ___ Lunch \$20 ___ Dinner \$25 ___ Sunday: Breakfast \$10 ___ Lunch \$20 ___	\$
(C) OR Full Meal Package – 6 Meals (Fri-Sun) \$110 includes all meals listed above.	\$
TOTAL	\$

PAYMENT (Registration Deadline September 26th): Payment by check or money order only

Payable to: "Swedenborgian Church"
MAIL with registration form to:

**Swedenborgian Church
 3200 Washington Street
 San Francisco, CA 94115**

PROGRAM

Friday: 4-6pm hotel check in and arrival, 6-7pm welcome reception and dinner, 7-9pm guest speaker.

Saturday: 8am breakfast, 9-11am guest speaker, 11:30-12:30pm lunch, 1-3pm business meeting, 3-5pm activities, 5-6pm meditation, 6-7pm dinner, 7:30-8:30pm musical concert.

Sunday: 8am breakfast, 9-10am Swedenborgian reading and discussion group, 11-12pm worship service, 12-1pm farewell light lunch.

HOUSING & TRANSPORTATION

Attendees are responsible for arranging their own housing and transportation. Some attendees will be eligible for full or partial travel and lodging reimbursements as outlined below. **Limited homestays for individuals or couples can be arranged for those requiring financial assistance.** We also have a block of rooms set aside at two nearby hotels for discounted rates (between \$125-\$380 per night). **To reserve these rooms, booking must be made through the SFSC before September 7th.** For hotel stays, we may be able to coordinate double occupancy/roommates. Please indicate housing requests on Page 1 of the registration form or contact the SFSC office to request accommodation assistance at 415-346-6466 or office@sfswebdenborgian.org.

COST & REIMBURSEMENT INFORMATION

This year our host society (SFSC) will be collecting the registration fee and the costs of the meals. See Page 1 for payment information. Attendees will make their own travel and lodging arrangements. Some attendees will be eligible for full or partial travel and lodging reimbursements as outlined below. Requests for reimbursement can be submitted in person during the meetings or sent to:

Pacific Coast Association
c/o The Wayfarers Chapel
6118 Palos Verdes Drive South
Rancho Palos Verdes CA 90275

All Attendees: All attendees will pay a mandatory, non-refundable registration fee of \$35.

Day Attendance: All day attendees pay the registration fee and any meals they plan to attend.

Out-of-Town Attendance: People staying overnight will pay for registration and meals and make their own travel and housing arrangements.

PCA Ministers and Licensed Pastors: Ministers and licensed pastors will pay for registration and meals and make their own travel and housing arrangements. PCA will reimburse 50% of the housing, meals, and travel expenses* above the first \$100. Please pay for costs up front and submit a reimbursement request as outlined above.

Designated Delegates: Any member of a PCA church or member-at-large who attends the annual meeting is considered a delegate. **PCA will reimburse travel expenses* for one designated delegate from each PCA-approved ministry.** Please pay for costs up front and submit a reimbursement request as outlined above.

PCA Board of Directors: The seven board directors receive complementary housing, meals, and travel for their service to the Association. Please pay for costs up front and submit a reimbursement request as outlined above.

**Travel expenses are defined as airfare, shuttle service or rental car, and mileage for automobiles according to IRS mileage reimbursement allowance for the current year. Maximum mileage allowance will not exceed the lowest airfare for that distance. Maximum reimbursement for shuttle service or rental car is \$75. To be reimbursed you must fill out a reimbursement form and submit receipts.*