



NYSAFLT 2026 109th ANNUAL CONFERENCE PURCHASE ORDER REQUEST FORM

October 16-17, 2026 * Crowne Plaza Albany - The Desmond Hotel, Albany, NY

Use this form if your district requires a registration form to process a PO. Do not submit this form to NYSAFLT. When you have a PO and are ready to register, please use our online form to register.

Full Name: _____ Check here if first time attendee: ☐
Home Address: _____
City: _____ State _____ Zip _____
Cell: (____) _____ - _____ Preferred E-Mail: _____
School Affiliation: _____
City: _____ State _____

REGISTRATION FEE SCHEDULES:

ON-SITE CONFERENCE – circle one:	by 9/23	by 10/2	after 10/2
Member – Full Conference	\$160	\$180	\$200
Member – One Day Rate	\$140	\$155	\$170
Full-time Student Member	\$65	\$75	\$85
Retiree	\$100	\$115	\$130

For a \$40 additional fee, you may attend a 3-hour pre-conference workshop.

\$ _____

See separate listing for details.

MEALS:

Lunch on Friday and Saturday is included for all participants. Breakfast is on your own. Awards banquet tickets (Friday) may be purchased below.

Awards Banquet Dinner – See website for menu details:

____ of dinners x \$85 =

\$

Enter total fees (REGISTRATION AND BANQUET) here:

\$

Payment Options:

- **Purchase Order:** Register with our online registration form and upload your Purchase order there. Email questions to info@nysaflt.org.
- **Credit Card:** DO NOT USE THIS FORM IF PAYING BY CREDIT CARD. REGISTER ONLINE.

NO REFUNDS AFTER October 2nd. There will be a \$15 fee assessed for returned checks

PURCHASE ORDERS MUST BE RECEIVED BY 10/2/26

NYSAFLT
148 N. Greenbush Rd, Suite J
Troy, NY 12180
716-836-3130
[NYSAFLT W-9 Form](#)