

# 2025 NafME Northwest Division Conference

## Reception Request

Saturday, February 15, 2025

7:00 - 9:00 PM

School or sponsor \_\_\_\_\_

Department chair \_\_\_\_\_

E-mail \_\_\_\_\_ Best AC/Phone \_\_\_\_\_

Contact person \_\_\_\_\_

Position \_\_\_\_\_

E-mail \_\_\_\_\_ Best AC/Phone \_\_\_\_\_

Mailing address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Select the room size needed    Small    Medium    Large    Number attending (est.) \_\_\_\_\_.

Do you plan to have a performing group from your school?    Yes    No

*Please note that amplification must be minimal so as to not disturb other receptions.*

*Chairs, stands and a piano will be furnished if available on a first come first serve basis if requested in writing by January 5, 2025.*

If you ARE using a performing group, please complete the following:

Group name \_\_\_\_\_

Teacher/Conductor \_\_\_\_\_

E-mail \_\_\_\_\_ AC/Phone \_\_\_\_\_

Number in group \_\_\_\_\_ \*Piano needed? \_\_\_\_\_ Chairs \_\_\_\_\_ Stands \_\_\_\_\_

*Please return by email by January 5, 2024, to [scott.ketron@wmea.org](mailto:scott.ketron@wmea.org)*

You will be put in contact with either the appropriate venue once rooms are assigned. At that time you can negotiate food prices, beverage services desired, etc.

Please note that you must purchase **all** food and beverage from the hotel catering service.

If you use a private room (one of your own sleeping rooms) or an off site location we will not list them in the program.

***Live music cannot be used in private rooms.***

Scott Ketron  
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Questions?  
425-712-9632 or email  
Scott