

# Kildeer Countryside School District 96 Visitation Registration Form

Please complete this form and mail to the address below or send it via fax: 847.459.2344

**Jeanne M. Spiller, Assistant Superintendent for Teaching and Learning**  
**Kildeer Countryside CCSD 96/District Office, 1050 Ivy Hall Lane, Buffalo Grove, IL 60089**

- Your reservation cannot be processed or confirmed without complete information.
- Make check payable to *Kildeer Countryside School District 96*. (Purchase orders and credit cards will not be accepted.) Payment is due one week prior to the date of visit.
- Do not make airfare or hotel reservations before receiving written confirmation of your scheduled date of visit and number of participants.

**Name of School and District:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Contact person(s):** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Site Visit Dates for the 2018–2019 School Year** (*Site visits to be held at various District 96 school locations*)

Tuesday, September 25, 2018	Tuesday, January 22, 2019
Tuesday, October 23, 2018	Tuesday, February 19, 2019
Tuesday, November 27, 2018	Tuesday, March 12, 2019
	Tuesday, April 9, 2019

**Requested Date of visit:** First Choice \_\_\_\_\_ Second Choice \_\_\_\_\_

**Check one:** \_\_\_\_\_ **\*Elementary School Presentation**      **OR**      \_\_\_\_\_ **\*Middle School Presentation**

**What PLC concept(s) would you like to make the focus of the presentation?** \_\_\_\_\_  
\_\_\_\_\_

**Total number of visitors in your group:** \_\_\_\_\_

Our group includes: \_\_\_# of administrators    \_\_\_# of teachers    \_\_\_# of others (please describe: \_\_\_\_\_)

Minimum visitation fee (1–10 participants):    \$500.00  
Additional participants @ \$50 per person:    \$ \_\_\_\_\_  
Total payment enclosed:    \$ \_\_\_\_\_

**Questions? Call Curriculum 847.459.4260**