



The Federal Executive Board's  
Diversity Education &  
Cultural Awareness  
(DECA) Committee  
*Presents*

# 2015 MLK Day: Citizenship and Service In Action

**January 14th, 2015**

Registration starts at 11:00 a.m.,  
Program at 11:30 a.m. – 1:30 p.m.

Jack Reardon Conference Center  
520 Minnesota Ave  
Kansas City, KS 66101



**Key Note Speaker**  
**Mildred Edwards**  
Executive Director  
Kansas African American  
Affairs Commission

## Dr. Martin Luther King Jr. Birthday Celebration & Training Luncheon

*Registration fee of \$35.00 includes training, complimentary parking, and luncheon.*

Registration may be completed online.

As part of the DECA mission to help the local community, we ask that each participant please bring canned goods or non-perishable food items to donate to Harvesters.

Arrangements for individuals with special needs, i.e., special meals, **MUST** be marked on the online registration form.

Only substitutions will be permitted.

Please register online at  
**[www.KansasCity.FEB.gov](http://www.KansasCity.FEB.gov)**





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Dr. Martin Luther King Jr.  
Birthday Celebration & Training Luncheon



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Jack Reardon Convention Center  
500 Minnesota Avenue, Kansas City, KS

Registration constitutes a final commitment for the training luncheon. There will be no reimbursement of registration fees due to cancellation or no shows. If you are unable to attend, an alternate representative from your agency will be welcome. **NO registrations will be accepted by phone.** Deadline for registration fees and payment is COB January 9, 2015. *Registration is limited to 300 attendees.*

The registration fee of \$35.00 includes training, lunch, and free parking in the lot across from the Convention Center. Payment is due prior to the conference date.

Arrangements for individuals with special needs, i.e., special meals, MUST be made in writing and sent to the Federal Executive Board Office along with the registration form. Special requests must be received 2 weeks prior to the function.

METHOD OF PAYMENT: **Registrations can be made online at [KansasCity.FEB.gov](http://KansasCity.FEB.gov) or by an option below**

\_\_\_\_\_ 1) Check/Money order. Make payable to Federal Executive Board. **FAX a copy of the Check, then mail to FEB.**  
All returned checks will subject to a \$30.00 service fee to be paid by money order or cashier check.

\_\_\_\_\_ 2) Purchase Order(s) and/or Training Form(s) are faxed. **Fax Purchase Order #(s)** \_\_\_\_\_

\_\_\_\_\_ 3) Credit Card \_\_\_\_\_ Visa \_\_\_\_\_ MasterCard  **Need a Receipt:** \_\_\_\_\_  
Give email address

Credit Card

Expiration Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Card Holder's Phone #: \_\_\_\_\_

*(Credit Cards will be processed approximately one week prior to the luncheon.)*

**NAME OF ATTENDEES**

**(Please Type or CLEARLY Print your name.)**

| Name     | Agency | Phone Number | E-Mail Address |
|----------|--------|--------------|----------------|
| 1. _____ |        |              |                |
| 2. _____ |        |              |                |
| 3. _____ |        |              |                |
| 4. _____ |        |              |                |

*Please use a blank piece of paper for additional names.)*

Please provide email addresses. The FEB will provide an email confirmation to all individuals registered.

**SEND CHECK TO:**

Federal Executive Board  
1500 E. Bannister Road, Ste. 1176, Kansas City, MO 64131

**FAX: (816)823-5104 or email documents to: [malisse.ford@gsa.gov](mailto:malisse.ford@gsa.gov)**

**Important Reminders**

\*\* We suggest you wear layered clothing to ensure comfort since meeting room climates often vary.

\*\* Any special accommodations must be submitted in writing to the FEB and received at least 2 weeks prior to the event. For questions, please contact the FEB office at (816) 823-5100.