

Memorandum



To: HHS DECA State Competition Parents
CC: Ernie Ellis, Career Technology Administrator
From: Melissa Jacks, Marketing Education Teacher (706-937-6464/school or 423-580-3505/mobile)
Date: 1-31-12
Re: 2012 DECA State Competition

The purpose of this memo is to inform you that your son/daughter has expressed an interest in competing in the 2012 DECA State Competition to be held in Atlanta, GA on February 23rd – 25th, 2012, at the Omni Hotel. The information below is provided so that you and your son/daughter can determine if this event is something that you would like for him/her to pursue. It is imperative that I have this document signed and returned to me no later than **Thursday, February 2, 2012**. This date is critical because HHS DECA must submit payment for students and advisors immediately. Failure to meet this date may result in your son/daughter's inability to compete. The HHS DECA State Competition cost per student this year is going to be between \$185.00 and \$305.00 which is dependent upon the number of students who will be competing. These costs were calculated with a minimum of 10 students and a maximum of 30 students participating. The costs cover the following: conference registration fees (meeting room set-up charges, food/beverage, entertainment, insurance, officer lodging, staging, awards, tests, printing, etc.), Catoosa County school bus costs, and hotel rooms, as well as advisor's registration and lodging. **In order for your son/daughter to compete, you and your son/daughter must sign below to acknowledge your son/daughter's commitment to compete in this event and your commitment to pay the DECA State Competition Event Cost.** You should also know that since HHS DECA must pre-pay for students and advisors, **no refunds will be granted.** Therefore, by signing below, you agree to pay between \$185.00 and \$305.00 for the 2012 DECA State Competition regardless of whether your son/daughter is able to **attend** the conference. Failure to pay the conference fee will result in your son/daughter being placed on the **obligation list** for HHS. Upon receipt of this paperwork, your son/daughter will be provided a detailed information packet, with all of the information including the final cost per student that he/she and you will need to sign and return **prior to Wednesday, February 8, 2012. Payment for this event is also due on Wednesday, February 8, 2012.**

Thank you for your interest in this event and for your son/daughter's commitment to our HHS DECA Chapter. It has been and continues to be a pleasure for me to work with our HHS DECA students as they work to achieve their goals and dreams in life! Please feel free to contact me with any questions that you may have regarding this event.

Student Signature/Date: _____

Parent Signature/Date: _____

(Signature Required)

**HHS “Permission To Compete” Form
2012 DECA State Competition**

I agree to allow (son/daughter) _____ to compete in the 2012 DECA State Competition on Friday & Saturday, February 23rd – 25th, 2012. I understand that if the provided study materials are not returned to Mrs. Jacks in the condition received, I agree to pay for the replacement cost of each item.

Signature of parent or legal guardian

Date