

## **ARMA Atlanta Chapter ARMA Live! Conference Award**

To support continuing education and professional networking, the ARMA Atlanta Chapter will reimburse one applicant to attend the ARMA Live! Conference. The chapter will reimburse the successful applicant for:

- early bird conference registration rate
- economy class airfare purchased at least 60 days in advance
- two nights accommodations at the conference hotel room rate
- routine expenses, such as food and ground transportation, up to \$150

### **Qualifications and Requirements**

Applicants must have been a member of the ARMA Atlanta Chapter, in good standing, for at least one year prior to the application deadline. Preference will be given to applicants who regularly attend chapter meetings or serve on chapter committees. The selected applicant must maintain their chapter membership through the month of the ARMA Live! Conference in order to receive reimbursement of final expenses.

The selected applicant must provide a 10-minute presentation on a conference session of their choosing at the first chapter meeting following the ARMA Live! Conference.

### **Application Process**

Applications are due by **5 pm on April 30<sup>th</sup>**. Submit the following to [atlarma@gmail.com](mailto:atlarma@gmail.com):

1. Application
2. Letter from your manager stating that your employer will not cover the cost to attend ARMA Live!
3. Statement of interest describing how the ARMA Live! Conference would be beneficial to you. The statement of interest should not exceed 500 words.

Applicants will be notified of the board's decision by May 31<sup>st</sup>.

**ARMA Atlanta Chapter  
ARMA Live! Conference Award Application**

Name

Employer

Email Address

Phone Number

Mailing Address

In 100 words or less, describe your involvement with the ARMA Atlanta chapter.

If selected, I will attend the first ARMA Atlanta Chapter meeting following ARMA Live! to present a 10-minute presentation on a conference session of my choosing.

Submit the application, letter from your employer, and statement of interest to [atlarma@gmail.com](mailto:atlarma@gmail.com) by **5 pm on April 30<sup>th</sup>**.