



2022 Conference Registration In-Person Conference Policies

Conference Check-In

Each conferee must complete the check-in process in Upper Anderson (above Anderson Auditorium) upon arrival at Montreat.

In order to check-in on-site, each conferee (including adults) must bring a completed Locator Form. Due to sensitivity of information, these forms may not be submitted electronically.

- **Check-in hours are Sunday, 2:00 - 5:30 pm**, and continuing **after the opening worship service until 9:30 pm**. You may also check-in on **Monday beginning at 7:30 am** in the PAM/Worship and Music Office (Allen Building, lower level).
- One choral music packet per registered attendee will be distributed upon check-in.
- During registration, all registered handbell players should check-in with the handbell clinicians to review each choir's repertoire and sign up for a position.
- Choral packets for Adult and Senior High Chamber Choirs must be purchased at the on-site J.W. Pepper store Monday morning before the first rehearsal at 8:00 am.
- Handbell Packets must be purchased on-site at the Jeffers Handbell Supply Store.

Class Size Limits

All classes are assigned size limits, based on rooms and class content. The earlier you register, the more flexibility you will have in choosing classes and times.

Lodging

The conference registration fee does NOT include meals and lodging. Reservations for lodging are NOT made through the PAM National Office and must be arranged by the participant. Please see the [Lodging Page](#) for suggested options.

Conference Registration

Conference registration opens December 6, 2021.

Cancellation Policy

All but \$50 of in-person registration fee may be refunded up to April 30th. On May 1st or later, no refunds will be issued without a doctor's note or changes occur on behalf of PAM or Montreat Conference Center that warrants altering the in-person conference due to COVID-19. All cancellation requests must be in writing and received via email (pam@travelink.com) or U.S. Mail (Presbyterian Association of Musicians, 404 BNA Dr. Suite 650, Nashville, TN 37217). Payments by check will be refunded after the conclusion of the conferences (by July 31st).

The on-line conference registration is non-refundable as participants will have the option to live-stream and have access to all event recordings throughout the remainder of the year.

Requests for refunds of lodging, food, or other fees are controlled by the organizations with which these arrangements have been made. See the 2022 Registration FAQs for more information.

Auditions

Adult and Senior High Chamber Choirs and Youth Talent Show are auditioned activities. Auditions will be held Sunday from 2:00 - 5:00 pm and following the opening worship service until 9:30 pm. Location information for auditions will be posted in Upper Anderson at check-in.

Instrumental Ensembles

Instrumental Ensembles meet throughout the day during the conference. Interviews will be held Sunday from 2:00 - 5:00 pm and following the opening worship service until 9:30 pm. The purpose of the interview is to determine ensemble placement and best fit with your daily schedule. Location information for interviews will be posted in Upper Anderson at check-in.

Medical Insurance

***Neither PAM nor the Montreat Conference Center carries medical insurance on conferees. ***

Continuing Education Units

C.E.U.s may be arranged on-site through the PAM/Worship and Music Office (Allen Building, lower level). Check with your school system prior to the conference for any pre-approval requirements. A \$10 processing fee is required.

Children and Youth

All classes and choirs for children and youth are grouped according to the grade levels participants are entering in the fall of 2022.

Senior High: Entering sophomores through graduating seniors
Middler: Entering grades 7-9
Children: Entering grades 4-6

Children and Youth Chaperones

Please review the [Chaperone FAQs](#) for all of the details.

Middler & Senior High Small Groups

In an effort to form better relationships among all of the youth at the conference, youth will gather in small groups daily. Small group sessions will be led by Small Group Leaders (SGLs) who will guide conversations and lead small group activities centered Scripture heard in worship.

There will be separate groups for middler and senior high youth. Want to know more? Please read the [Small Groups FAQs](#) found on the conference website.

Small Group Leaders

If you are 21 or older and are interested in applying to be a Small Group Leader (SGL), [please submit an online application](#). If you originally registered to serve as a Chaperone and are selected as an SGL, then PAM will waive the Chaperone Fee (\$50) and provide one gratis youth or child conference registration. (Note: SGLs are still expected to serve as a chaperone in addition to the SGL duties.)

Children Not Registered for the Conference

Children younger than rising 4th graders may not register for the conference. However, Montreat's regular daytime childcare and recreation programs - **Montreat Clubs** - are available by pre- registration for children ages six months through high school. Childcare and Clubs fees are payable to Montreat Conference Center. Evening childcare is available at an additional charge. **Registration is required for childcare, and space is limited.** You must register at least 30 days in advance of the conference to guarantee enrollment in the program. To register for childcare, go to www.montreat.org/event/clubs or call **828-419-9837**.

Youth Talent Show (Tuesday Evening)

Talent Show acts are limited to three minutes in length. No more than three acts from any one church may audition. Participants chosen for the Talent Show MUST attend the mandatory tech check rehearsal in Anderson Auditorium on Monday evening. Participants not chosen for the Talent Show may perform at Open Mic on Thursday evening. Each group or solo act must supply their own accompanist.

Morning and Evening Prayer

In Christian spirituality, the practice of daily prayer is related to the baptismal rhythm of dying and rising in Christ. Arise to "walk in the newness of life" (Romans 6:4) with morning prayer from the revised *Book of Common Worship*. The practice of evening prayer closes our day with gratitude to God and readies us to "Lie down and sleep in peace" (Psalm 4:8). These contemplative services will include prayer, song, and silence.

Scholarship Fund

PAM's Scholarship Fund annually provides scholarships to conference registrants with financial need. The scholarship application deadline for first consideration is December 1, 2022. Applications will be accepted until funds are exhausted. To apply, please complete and submit a [Conference Scholarship Application](#).

Conference T-shirts

Conference T-shirts are available for purchase at registration. T-shirts are \$12 for in-person registrants. Deadline to purchase is May 10, 2022.