



36th Annual CHMIA Training Conference

April 26 – 28, 2023 at the Cliffs Hotel

Weeding Out Environmental Crimes

On-line registration is now available for the 36th Annual CHMIA Training Conference. Please see below for instructions regarding registration, and the hotel room block. ***DUE TO HIGH DEMAND, AGENCIES THAT PLAN ON SENDING MORE THAN TEN (10) STAFF MUST CONTACT [HASTI JAVID, CHMIA VICE PRESIDENT](#), FOR APPROVAL PRIOR TO COMPLETING REGISTRATION.***

Only CHMIA Members who are current on their membership dues through the month of the conference (April 2023) can register for the conference. If you are a NEW or EXPIRED member, you must renew your membership first in order to register for the conference.

REGISTRATION INSTRUCTIONS FOR CURRENT/ACTIVE CHMIA MEMBERS:

- 1.) Go to www.chmia.com and login to your account. Your username will be the email address you started your account under. If you forgot your password, click on **LOST YOUR PASSWORD**. An email will be sent with the instructions on how to reset your password.
- 2.) Once you've successfully logged in, click on the **EVENTS** tab **OR** click on **REGISTER FOR A TRAINING EVENT** located under **ACTIONS** from the **MY ACCOUNT** page.
 - **NOTE:** Expired members will have limited access to the Member's Only area of the website until their membership has been renewed. To renew your membership online, click on **RENEW MEMBERSHIP DUES NOW** from the **MY ACCOUNT** page to place an order for your online payment.

IMPORTANT: *If you choose to submit a check payment for your membership dues, please note that your membership will remain under "expired" status until the check has been received/processed which could take up to **2-3 weeks** from the date you mailed the check. To avoid delays with conference registration, we highly recommend paying your membership dues via credit card.*

- 3.) Click on the event titled "36th Annual CHMIA Training Conference."

NOTE: All conference-related documents will be saved to the [ANNUAL TRAINING CONFERENCE](#) page. After logging in to your account, click on **MY ACCOUNT** then **ANNUAL TRAINING CONFERENCE** located under **DOWNLOADS**.

- 4.) On the right side of the screen, click on **ADD TO CART** for the 36th Annual CHMIA Training Conference event. One (1) Ticket = \$100.00
- 5.) View your cart and select to **PROCEED TO CHECKOUT**. Please make sure to review your cart carefully and remove any previously added "orders" you no longer need/want before selecting to "**PROCEED TO CHECKOUT**."
- 6.) Enter and/or review your **BILLING DETAILS** then scroll down to review **YOUR ORDER**



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7.) Under **YOUR ORDER**, you can choose to pay via **PAYPAL** or **PAY BY CHECK**

You **DO NOT** need a PAYPAL account in order to pay your dues/fees. Just enter your credit card info under the **PAYPAL GUEST ACCOUNT** option. Some government-issued credit cards may experience technical difficulties with PAYPAL. If that's the case, you will need to contact PAYPAL for assistance with your online payment.

IMPORTANT: *If you choose the **PAY BY CHECK** option, your order/conference registration will be **ON HOLD** until the check payment has been received. If your check is going to be late due to agency delays, please have your Agency Admin or Agency Training Coordinator contact Vice.President@chmia.com for further instructions.*

Once you've successfully paid the Conference Registration Fee (\$100) and registered for the conference, a confirmation email will be sent to the email address associated with your CHMIA account. Please make sure to check your spam/junk folder if you don't see the email in your inbox. Print or save the confirmation email for your records.

CONFERENCE REMINDERS AND ROOM BLOCK DETAILS:

- Life Members and CHMIA Board Members are still required to pay the \$100 conference registration fee.
- POST and REHS certification pending (available credits/CEUs will be posted when the agenda is finalized)
- Hotel reservations under the **CHMIA Room Block** will be available until **March 23, 2023**, at:

(FULL AS OF 2/2/2023) The Cliffs Hotel: <https://cliffshotelandspa.com/>

2757 Shell Beach Rd., Pismo Beach, CA 93449

CHMIA Room Block Rate: \$110.00/night (\$166.39/night with tax and facility fee included)

Reservations: 805-773-5000 (we recommend calling to book your reservation as opposed to booking online)

IMPORTANT: *The CHMIA room block is restricted to CHMIA members who are attending the conference. If you have a room reservation at the Cliffs Hotel, but you are not registered for the conference, you'll have until **3:00 PM on March 16, 2023**, to register for the conference to secure your reservation. CHMIA reserves the right to cancel hotel reservations under CHMIA's room block for those who are not registered for the conference after March 16th.*

(Overflow Hotel) Spyglass Inn: <https://www.spyglassinn.com/>

2705 Spyglass Drive, Pismo Beach CA 93449; **Reservations:** 805-773-4855

CHMIA Room Block Rate: \$149.00/night (\$170.90/night with tax included)

NOTE: *The Spyglass Inn is next door to the Cliffs Hotel (approximately a 6 min walk).*

If you have any questions or need additional information about the upcoming conference, please contact Hasti Javid at Vice.President@chmia.com.