

A1 State Assembly Date Request Form

Association of Surgical Technologists State Assembly
6 West Dry Creek Circle, Ste 200 • Littleton, CO 80120-8031
Phone: 303.325.2547 or 303.325.2512 • stateassembly.ast.org



FORM A1 Submit to AST no less than 120 days before the date(s) of the program.

Form must be received by the first (1st) of the current month for program publication in the next month of the AST monthly journal *The Surgical Technologist*. Information listed published in journal & your state's AST web page at ast.org.

FOR PROGRAM INFORMATION (Check One Only):

ANNUAL BUSINESS MEETING AND WORKSHOP - ONSITE (includes Board of Directors & Delegate Elections)

ANNUAL BUSINESS MEETING AND WORKSHOP - LIVE CONFERENCE of two or more locations. Voting in person only. Locations may be added together to met a quorum. (includes Board of Directors & Delegate Elections)

WORKSHOP ONLY - ONSITE (no elections can be held)

WORKSHOP ONLY - WEBINAR of two or more locations (no elections can be held)

PROGRAM REPRESENTED BY (Check One Only):

Solely State Assembly Program A registration fee charged? Yes No

Jointly Sponsored Program (i.e., chapter of AORN, NSAA, IAHCMM, NAOT, etc.)

Who are the sponsors? _____

A registration fee charged? Yes No

Month of April, no elections can be held, workshops only. Month of May, no elections or workshops can be held.

State Assembly _____

Date Of Program _____

Title Of Program _____

Program Location _____

(Name of institution or facility where program is being held.)

Program Address _____

City _____ State _____ Zip _____

CONTACT INFORMATION FOR PROGRAM:

Primary Contact's Name _____

Contact Address _____

City _____ State _____ Zip _____

Contact Phone Number(s) _____

Contact Email Address _____

Number of CE Credits _____ pending approval by State Assembly's submission of CE documentation.

SUBMIT FORM BY EMAIL ATTACHMENT TO stateassembly@ast.org

If you did not receive a confirmation email within three business days, AST did not receive and please resubmit.