



# Texas Lone Star P.E.T.S. 2018

## Online Registration Guide

The Texas Lone Star President-Elect Training Seminar (P.E.T.S.) is designed to provide essential and current information to Presidents-elect and Presidents-nominee to prepare them to have an effective and successful year. Attendees will have the opportunity to hear talks by top Rotary leaders and motivational speakers, attend small group discussion sessions on various topics led by knowledgeable and experienced discussion leaders, and network and exchange ideas with their peers from ten Rotary districts.

I know that you'll find Lone Star P.E.T.S. to be a *very* worthwhile training experience, and this guide has been developed to provide you with the information you need to know before going online to register.

### 1. **Registration Packages**

Registering for Lone Star P.E.T.S. is easy!

Go to the Lone Star P.E.T.S. website at [www.lonestarpets.org](http://www.lonestarpets.org) and click on the **Online Registration** button. This will take you directly to the Lone Star P.E.T.S. registration page.

After entering your basic information (name, club, district, etc) you will be required to select a basic Registration Package option.

The four available options are as follows:

- a. **President-elect:** Select this option if you will serve as the President of your club starting July 1, 2018.
- b. **President-nominee:** Select this option if you will serve as the President of your club starting July 1, 2019.
- c. **Spouse/Partner:** Select this option if you are a Spouse or Partner of someone attending P.E.T.S. as a President-elect, President-nominee, Discussion Leader, Ranger or Lone Star P.E.T.S. staff member.
- d. **All Others:** Select this option if you do not fit into one of the other three categories. This category includes DGs, DGEs, DGNs, AGs, DFRCs, Discussion Leaders, Rangers and other Lone Star P.E.T.S. staff.

All four options include the Thursday night reception, lunch and dinner on Friday, all meals on Saturday, breakfast on Sunday and instructional materials.

**Note:** Please understand that if you and/or your spouse/partner want to participate in either the AG Training on Saturday or the Spouse/Partner Program you MUST register for the appropriate Registration Package.

**Hint:** If you fit into more than one Registration Package option, choose the option that best describes why you're attending P.E.T.S. For instance, if both you and your spouse are attending, and both of you are either a President-elect or President-nominee, choose that option over Spouse/Partner. Similarly, if your spouse is attending and will be serving as a Lone Star P.E.T.S. Ranger, choose Spouse/Partner since that is better for you cost-wise.

## 2. **Registration Cost**

The cost of your basic registration is directly linked to the Registration Package you select **AND** the date on which you make your registration.

**Note:** Online registration will open on November 1 and run through mid-night February 26. The cost of registration goes **UP** after midnight on February 10, and online registration **CLOSES** at midnight on February 26, 2018. After that time, the only option for registering will be on-site.

Registration Package	Basic Registration Cost		
	Until Feb 10	Feb 11-21	On-Site
President-elect	\$335	\$385	\$400
President-nominee	\$335	\$385	\$400
Spouse/Partner	\$275	\$325	\$350
All Others	\$300	\$325	\$365

## 3. **Optional Classes**

When you register for P.E.T.S. you will be given the opportunity to register for up to two **optional** classes led by knowledgeable and experienced discussion leaders that are designed to provide focused information on topics ranging from Rotary Basics for new Rotarians to Membership and Club Finances.

There is **no** additional cost to attend these classes beyond registering for P.E.T.S.

The six optional classes will be presented **on the evening of Thursday, March 1.**

- a. **Club Finances:** A session focusing on what a Club President needs to know and understand about his or her club's finances..
- b. **Membership:** A look at membership development issues including recruitment, retention and engagement.
- c. **Rotary Basics:** A Rotary 101 especially designed for Presidents-elect and Presidents-nominees who have been in Rotary 3 years or less.
- d. **Rotary Club Central/My Rotary:** Learning how to use Rotary Club Central and My Rotary.
- e. **Foundation:** Hear about the Foundations's impact on the world, learn how donors can support our mission, and get tips for creating a culture of givers.

- f. **Satellite:** Learn how to set up and operate a Satellite Club and its importance to Rotary.

Each class will be presented twice – **Session 1** starts at 7:00 pm and **Session 2** starts at 8:00 pm. Having two sessions gives you the flexibility (if you so choose) to attend two of the six classes (one during Session 1 and another during Session 2).

All classes are 50 minutes in length.

**Note:** Seating for these classes is limited and session-specific reservations will be taken on a first-come, first-served basis at the time of P.E.T.S. registration.

4. **Spouse/Partner Program**

When you register for P.E.T.S you will have the opportunity to register your spouse/partner to attend the Spouse/Partner Program that runs from mid-day Friday through Saturday afternoon. If your spouse/partner will be attending P.E.T.S. with you, this program is a great way for him/her to learn more about Rotary in general, and more about what you'll be doing next year in particular.

There is no additional cost to attend to attend this program beyond registering your spouse/partner for P.E.T.S. using the Spouse/Partner option.

5. **Assistant Governor Training**

If you are registering for P.E.T.S. as an Assistant Governor in order to support your District Governor-elect with Friday's training, please consider staying an extra day to attend Assistant Governor Training on Saturday.

Whether you'll be a first-time AG in 2018, or have been on the job for a number of years, there's something in this training for everybody. Led by Kent Hutchison, a knowledgeable and experienced discussion leader, you'll network and exchange ideas with Assistant Governors from ten Rotary districts.

There is no additional cost to attend this training beyond registering for P.E.T.S. using the All Others option.

6. **Extra Meal Tickets**

When you register for P.E.T.S. you will be given the opportunity to purchase extra meal tickets so you can bring a guest or guests to one or more of the six plenary sessions.

<b>Plenary Session</b>	<b>Day</b>	<b>Meal</b>	<b>Program/Speaker</b>	<b>Cost</b>
1	Friday	Lunch		\$50
2	Friday	Dinner		\$75
3	Saturday	Breakfast		\$50
4	Saturday	Lunch		\$50
5	Saturday	Dinner		\$75

6	Sunday	Breakfast	N/A	\$50
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**Note:**

(1) Extra meal tickets will ONLY be sold during online registration and cannot be purchased on-site.

**7. Speaker DVDs**

There will be no DVDs available for this year’s speakers. Instead, all speeches will be downloadable from the website or mobile app.

**8. Cancellation and Refund Policy**

We hope that you will not find it necessary to do this, but should it be necessary to cancel your P.E.T.S. registration please understand that there is a cancellation fee associated with each Registration Package, and that the amount of your refund may be time sensitive.

Registration Period	Cancellation Fee per Registration Package			
	PE	PN	Spouse/Partner	All Other
Until February 10	\$25	\$25	\$25	\$25
February 11-28	\$50	\$50	\$25	\$25

**Note:**

- (1) There will be NO refund issued for a basic registration cancellation requested after the close of online registration at midnight, February 26, 2018.
- (2) While there is no cancellation fee associated with the purchase of extra meal tickets, to receive a refund your request to cancel must be received not later than 24 hours prior to the scheduled start time of the meal for which the ticket was purchased.

**9. Appropriate Attire**

Treat attending P.E.T.S. like you would going to work and you’ll be fine.

While your discussion leaders and the Lone Star P.E.T.S. leadership will be in business attire all weekend, the appropriate attire for the training sessions on Thursday evening, Friday and Saturday is business casual – trousers/khakis and a shirt with a collar for the gentlemen, and trousers/knee-length skirt and a blouse or shirt with a collar for the ladies. No jeans. No athletic wear.

Some of the rooms tend to be chilly, so you might consider bringing along a light sweater or jacket.

The only exception is Plenary Session # 5 on Saturday night. The Lone Star P.E.T.S. tradition is to wear business attire – coat/suit and tie for the gentlemen, and either a suit or dress for the ladies – when Rotary International President-elect is the speaker.

The appropriate attire for the district training on Sunday morning is at the discretion of you District Governor-elect. Because it's a travel day, most districts have traditionally permitted casual attire.

#### 10. **Hotel Registration**

Registering for Lone Star P.E.T.S does not get you a hotel room!

When you finish registering for Lone Star P.E.T.S. you must still go back to the Lone Star P.E.T.S. website and click on the **Hotel Registration** button to reserve your room at the DFW Hyatt Regency.

#### **Note:**

- (1) These rooms tend to sell out before the P.E.T.S. online registration closes so do not wait too long to do this.
- (2) Do not go to [www.hyatt.com](http://www.hyatt.com) to register for your room. The only way to get the special rate of **\$108 per night plus tax** is to register via the Lone Star P.E.T.S. registration link.

#### 11. **Onsite Registration**

Onsite registration will be held in **Innovation A**, located in the hallway behind the hotel registration desk, for the duration of Lone Star P.E.T.S. This is a change from previous years when registration relocated to the exhibition hall (lower level) on Friday.