



ALTA CALIFORNIA REGIONAL CENTER
(ACRC): **EARLY INTERVENTION (EI)**
VENDOR FORUM
SAVE THE DATE

WEDNESDAY, APRIL 5, 2017

1:00 PM TO 3:00 PM

ACRC MAIN OFFICE- BRENDA SMITH CONFERENCE ROOM
2241 HARVARD ST., STE.100, SACRAMENTO, CA 95815

ACRC will be hosting an Early Intervention (EI) Vendor Forum. These forums are intended to share ideas and information, present updates on new laws and regulations, discuss best practices, present and share training ideas and opportunities, discuss any challenges and barriers, etc.

Sign-Up: [Click Here](#) to sign up for the forum or go to www.altaregional.org

***If you have difficulty signing up please contact Christine Hobbs, CSS Office Assistant at chobbs@altaregional.org**

NOTE: Please do NOT park in the ACRC Visitor's parking lot. Garage parking is available but please do not park in spots marked "Reserved".

FOR MORE INFORMATION OR TO SUBMIT AGENDA TOPICS, PLEASE CONTACT:

CRISTINA TSUJI, CSS AT 916.978.6281 OR CTSUJI@ALTAREGIONAL.ORG OR

ADIA CUNNINGHAM, CSS AT 916.978.6509 OR ACUNNINGHAM@ALTAREGIONAL.ORG

Early Intervention Program Vendor Forum

Sign-up instructions

1. Online registration accepted until March 29, 2017 or until the session is full.
2. Registration must be completed **ONLINE** through Alta's website as follows:
 - [Click here](#) or go to www.altaregional.org
 - On Alta's home page on top click on "**Service Providers.**" Click on "**Vendor Forum**" click on "**Early Intervention Program Vendor Forum**". The sign-up options will be displayed.
 - On the next screen select the "**Early Intervention Program Vendor Forum**". Each attendee needs to be registered separately. **Limit 2 individuals per program.**
 - After you have selected the Forum session, click on "Register Selected Class"
 - The next screen provides an overview of the Forum you just selected. **Below that message you will see additional "Registration Information" you need to complete.**
 - You must type in your first name, last name and phone number. Please include company name and email address. Click on "Register" to complete the process
 - If you have completed the process successfully you will receive a message on the next screen. Click on "Done". If you have provided your email address you will later receive a confirmation email indicating you have successfully registered for the Forum.
 - If you do not provide the correct information you will receive a screen that prompts you to return to the previous page to make the correction. **NOTE: If you are unsuccessful in registering online your name will not appear on the registration list class. Please contact Christine Hobbs at (916) 978-6291 with questions.**
 - Please send agenda items to Cristina Tsuji at ctsuji@altaregional.org or Adia Cunningham at acunningham@altaregional.org by March 29, 2017.