



DELBERT HOSEMANN
Secretary of State

TO: County Executive Committee Chairs
Circuit Clerks

FROM: Matt Grubbs
Director of Elections Administration/ HAVA Administrator

DATE: March 16, 2011

SUBJECT: County Executive Committee "Train-the-Trainer" Registration

The Secretary of State's Office invites you to attend one of the "Train-the-Trainer" sessions listed on the attached pre-registration form. To reserve seating, each participant should complete and submit the attached pre-registration form. **Please pre-register for the session you wish to attend; space is limited.** The training sessions can accommodate up to two (2) Executive Committee members from each county. Please coordinate with your members to determine who will attend. Only twenty (20) places will be available at each session. Therefore, the sooner you register, the more likely you will be able to attend the session of your choice. The course syllabus is attached for your review.

To better serve you, we now provide all training materials on our website. This allows you to go to our website before a training session, print and review the materials prior to the session, and bring them with you to the training. We hope that this will allow you to be better prepared for upcoming training sessions. Materials will not be provided by our office.

To access training materials, please visit our website at:
<http://www.sos.ms.gov/page.aspx?s=7&s1=1&s2=71>

Please fax or mail your completed registration form by April 13th to the attention of:
Amanda Frusha, Training Coordinator
MS Secretary of State's Office
401 Mississippi Street
Jackson, MS 39205
Amanda.Frusha@sos.ms.gov
Phone: 601-359-5213
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