



# 9th Annual Liaison Officer Conference

**Thursday, November 15, 2012**  
**Peppermill Hotel and Casino**  
**Reno, Nevada**



PERS is pleased to host the 9th Annual Liaison Officer Conference at the Peppermill Hotel and Casino in Reno, NV. This one day conference promises to inform and give you ample opportunities to ask questions, network with other employer representatives, and enjoy a great educational experience.

This year will be set up a little different than in years past. We will have unique breakout sessions to meet your needs in specific topic areas:

**Everyone will choose two of the four breakouts.**

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| <p><b>(1) PERS 101</b></p> <p>This breakout will be for individuals newly assigned to perform PERS' functions or for those who would like a review.</p> | <p><b>(2) PERS' Forms and HR</b></p> <p>This breakout will contain information about PERS' forms and various human resource responsibilities.</p> |
| <p><b>(3) PERS' Audit Process</b></p> <p>This breakout will include what to expect during a PERS' Audit and why they are performed.</p>                 | <p><b>(4) Wage and Contribution Reporting</b></p> <p>This breakout will include wage and contribution reporting issues.</p>                       |

From PERS' benefit packages to wage and contribution reporting, the PERS' 9th Annual Liaison Officer Conference promises to inform and make the responsibility of performing PERS functions easy! Who should attend? PERS' Liaison and Deputy Liaison Officers, Human Resource Professionals, and Payroll Professionals

Don't miss another great opportunity to network and learn about PERS at this year's Liaison Officer Conference. We are looking forward to seeing you! Make your reservation today!

# 9th Annual Liaison Officer Conference

## Registration Information:

**Registration Fee:** \$85\* per attendee

\*A late registration fee of \$100 per attendee will apply after October 15, 2012. We will not accept registration forms after November 1, 2012.

**Registration Due Date:** October 15, 2012

A registration form is included with this brochure and is also available at [www.nvpers.org](http://www.nvpers.org)

## Conference Details:

**Location:** Peppermill Hotel and Casino  
2707 South Virginia Street  
Reno, NV 89502  
(800) 648-6992

**Check-in:** 8:00 a.m.— 8:30 a.m.



**Registration Fee Includes:** Resource materials, continental breakfast, lunch and refreshments

**PERS Contact:** Cheryl Price 775-687-4200 Ext. 222 or Toll Free (866)-473-7768

## Accommodations:

Attendees are responsible for making their own lodging and travel arrangements.

**Conference Hotel:** Peppermill Hotel and Casino  
2707 South Virginia Street  
Reno, NV 89502

**Room Rates:** \$59.99 Peppermill North/West  
\$79.99 Peppermill Standard  
\$109.99 Tuscany Tower

**Toll Free Reservations:** (800) 282-2444

**Reservation Deadline:** October 15, 2012



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# Conference Timeline

**Registration and Continental Breakfast**

**8:00 AM - 9:00 AM**

**General Session**

**9:00 AM - 11:45 AM**

**Lunch**

**11:45 AM - 1:00 PM**

**Breakout Sessions**

**1:00 PM - 4:00 PM**

### Breakout Sessions

**(1) PERS 101**

**(2) PERS' Forms and Human Resources**

**(3) PERS' Audit Process**

**(4) Wage and Contribution Reporting**



NVPERS

693 W. Nye Lane

Carson City, NV 89703



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