

**PUBLIC  
EMPLOYEES'  
RETIREMENT  
SYSTEM OF  
NEVADA**

# *3rd Annual Liaison Officer Conference*



***November 14, 2006***

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***Reno—Sparks Convention Center  
4590 South Virginia Street  
Reno, Nevada***

# PERS' 3rd Annual Liaison Officer Conference

## Registration Information:

Registration Fee: \$55.00 per agency representative

Registration Due Date: October 13, 2006

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

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## Conference Details:

Location: Reno-Sparks Convention Center  
4590 South Virginia Street  
Reno, Nevada

Check-in: 8:00 a.m. — 9:00 a.m.

Fee includes: Resource Materials, handouts, breakfast, lunch and refreshments

PERS Contact: Kathi Quilici 775-687-4200 x 299 or Toll Free 1-866-473-7768

Transportation: The Atlantis Shuttle is available from Reno-Tahoe International Airport to the Atlantis Casino and the Reno-Sparks Convention Center at no charge. The shuttle runs approx. every 30 minutes.

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## Accommodations:

PERS has secured a block of 50 rooms at the Atlantis Casino Resort. The Atlantis Casino is conveniently located within walking distance of the convention center. Attendees are responsible for making their own lodging and travel arrangements. When making reservations, be sure to mention you are with the PERS group.

Conference Hotel: Atlantis Casino Resort  
3800 South Virginia Street  
Reno, Nevada

Room Rate: \$55 single or double occupancy

Toll Free Reservations: 800-723-6500

Reservation Deadline: October 14, 2006

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Reno-Sparks Convention Center

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## Agenda

8:00 a.m.—9:00 a.m.	Check-in/Continental Breakfast
9:00 a.m.—9:15 a.m.	Executive Address
9:15 a.m.—9:45 a.m.	PERS Benefit Packages
9:45 a.m.—10:15 a.m.	Understanding the Survivor Beneficiary Designation Form
10:15 a.m.—10:30 a.m.	Break
10:30 a.m.—11:00 a.m.	How Does Service Credit Work?
11:00 a.m.—12:00 p.m.	Employer Reporting and Electronic Enrollment
12:00 p.m.—1:00 p.m.	Lunch
1:00 p.m.—4:00 p.m.	Rotating Workshops

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## Rotating Workshops (All Attendees will attend each workshop)

- 1) Employer Paid and Employee/Employer Paid Plans and How They Work
- 2) PERS Forms—How to Complete Them, Where to Get Them
- 3) PERS Enrollment—Who's In and Who's Out
- 4) Payroll Reporting—What's In and What's Out
- 5) Reemployment—What To Do When Hiring a PERS Retiree

# PERS' 3rd Annual Liaison Officer Conference

## Registration Form

### Agency Information:

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Agency Name

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Agency Address

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### Attendees:

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Attendee Name

Badge Name

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E-mail address

Phone number

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Attendee Name

Badge Name

---

E-mail address

Phone number

---

Attendee Name

Badge Name

---

E-mail address

Phone number

Will you be using the Atlantis Shuttle for transportation from the airport to the Reno-Sparks Convention Center the morning of the conference?

Yes

No

### Payment Information:

Number of Attendees: \_\_\_\_\_ x \$55.00 = Total Due: \$ \_\_\_\_\_

RETURN FORM AND CHECK\* on or before October 13, 2006 to:

PERS Administrative Fund  
693 W. Nye Lane  
Carson City, NV 89703

\*Make check payable to PERS Administrative Fund. PERS does not have the ability to accept Purchase Orders, Vouchers or Credit Card payments.

NVPERS  
693 W. Nye Lane  
Carson City, NV 89703  
775-687-4200  
1-866-473-7768  
[www.nvpers.org](http://www.nvpers.org)



*PERS' 3rd Annual Liaison Officer  
Conference Information and  
Registration Form Inside*