



NEBRASKA FBLA SLC REGISTRATION CHECKLIST

After reading the online SLC Registration information, please use this checklist to verify that all necessary forms have been completed and mailed to the appropriate locations.

- ✓ **All forms and supporting materials must be postmarked by February 15, 2012.**
- ✓ **Chapter reports, Business Financial Plan, Business Plan, and Business Presentation DVD must be postmarked by March 1, 2012.**

SLC Registration Summary Form Postmark by February 15, 2012

Mail the following items to: **Grafton & Associates, 5935 S. 56th St. Ste A, Lincoln, NE 68516**

- SLC Registration Summary Form
- Check made payable to Nebraska FBLA (*Include SLC registration fees; Nebraska FBLA Scholarship Fund contribution and Star Volunteer Award fee, if any.*)

Required SLC Forms Postmark by February 15, 2012

The following forms must be submitted for SLC registration.

Mail the following forms to: **Nebraska FBLA, PO Box 94987, Lincoln, NE 68509-4987**

- A photocopy of the SLC Registration Summary Form
- Nebraska FBLA Permission Form

Optional SLC Forms/Items Postmark by February 15, 2012

The following forms/items should be submitted only if your chapter is participating in the event.

Mail the following forms to: **Nebraska FBLA, PO Box 94987, Lincoln, NE 68509-4987**

- All-State Quality Member Award Applications
- Business Ethics *Case Study Solution with Bibliography*
- Businessperson of the Year Form
- Chapter Events Registration Form
- Client Service *Case Study Solution with Bibliography*
- Computer Game and Simulation Programming Statement of Assurance Form and 2 DVDs or USB thumb drives
- Desktop Application Programming Statement of Assurance Form and 2 DVDs or USB thumb drives
- Digital Video Production Statement of Assurance Form and 2 DVDs
- Digital Design and Promotion Entry with Statement of Assurance Form
- E-business Statement of Assurance Form
- FBLA Golden Round Table Award Form
- Local Chapter Recruitment of Chapters Award Form
- Nebraska FBLA Scholarship Fund Chapter Recognition Form
- Parliamentary Procedure Reference Form
- Public Speaking I Tape/CD and Computer-generated Hard Copy of Speech
- Public Speaking II Tape/CD and Computer-generated Hard Copy of Speech
- Special Needs Form
- Star Volunteer Entry Form
- Sweepstakes Award Form
- Web Site Development Statement of Assurance Form
- Who's Who Resume with Attached Entry Form

Optional Items Postmark by March 1, 2012

Mail the following to: **Nebraska FBLA, PO Box 94987, Lincoln, NE 68509-4987**

- American Enterprise Report, *2 copies*
- Business Financial Plan, *2 copies*
- Business Plan, *2 copies*
- Business Presentation DVD and hard copy of the presentation slides plus Statement of Assurance Form
- Community Service Report, *2 copies*
- Local Chapter Annual Business Report, *2 copies*
- Partnership with Business Report, *2 copies*

Chapter Use Forms These forms are for chapter use only and are **NOT mailed to the FBLA state office.**

The following forms should be used for SLC by the local chapter.

- Nebraska FBLA Delegate Conduct/Procedures Form
- Nebraska FBLA Medical Release Form