

REQUIREMENTS INFORMATION
IMPORTANT RULES & INFORMATION
(MUST READ)

- Highly recommend that **ALL COURT ORDERED (sentenced) ATTENDEES PRE-REGISTER & PAY ON-LINE**
- Complete the required/requested information
- Registration time and panel start time are listed for each panel site
- Choose your method of payment
 - Credit Card/ATM – there will be a convenience fee
 - Money Orders - if you prefer to pay at the door, select Money Order (there is no convenience fee if you pay with a Money Order). We **CANNOT** accept cash, check or credit cards at the panel
- You will receive an email confirmation, for your pre-registration, if you did not receive one, contact the MADD Michigan office (248-528-1745) to verify your payment.
- If you are **unable to attend** the panel you pre-registered for, **you must call** the MADD Michigan office **24 hours prior** to the panel to have your information/payment moved to another panel.

- If you arrive late, you will NOT be admitted, as the panel begins promptly
- The panel is approximately 1.5 to 2 hours in length
- Panel cancellations – this can occur due to unforeseen circumstances, please check the website, prior to attending, to see if the panel is still occurring. If you pre-registered on-line, you will be notified by email
- If you are suspected of being under the influence of drugs and/or alcohol, law enforcement will be called, you will not be granted access to the panel
- **NO REFUND**(s) are provided for the following:
 - asked to leave because of suspicion of drugs and/or alcohol
 - disrespect during the panel
 - if you choose to leave
 - no shows (pre-registrants)
- Do not call the venues, they have no affiliation with MADD and are not able to provide you with information.
- Community members and guests may attend a panel at no charge, (providing seating is available).
- Those **not court-ordered**, will NOT receive a verification of attendance.
- **YOU must bring:**
 - Sentencing papers
 - Photo ID
 - Email confirmation
- At the conclusion of the panel, **only the court ordered attendees will receive a receipt** of attendance. It is your responsibility to show the courts and/or your probation officer
- Lost receipt – there is a charge for a replacement, contact the MADD Michigan office @248-528-1745