

# REGISTRATION FORM

# IAAP Summit 2017 | July 22-25

**Complete one form per registrant. Registration will not be processed without full payment in U.S. dollars.**

IAAP Member/ID Number \_\_\_\_\_  Nonmember

\_\_\_\_\_  
 Last Name                      First Name                      M.I.                      Job Title

\_\_\_\_\_  
 Preferred Address/PO Box                      City                      State/Prov                      ZIP/PC

\_\_\_\_\_  
 Company Name                      Country if not U.S.

\_\_\_\_\_  
 Preferred Email                      Preferred Phone

\_\_\_\_\_  
 Gender *optional*                      Birth Date (mm/dd/yy) *optional*                       I do not want my contact info shared with sponsors/exhibitors.

I am a First Time Attendee

I prefer vegetarian meals.                       I prefer vegan meals.                       I prefer gluten-free meals.                       I am allergic to seafood.

I have the following medically required dietary restrictions: \_\_\_\_\_

**Note:** If dietary restrictions are not stated here, we cannot guarantee changes on-site.

I have special needs and may require accommodations to fully participate (IAAP will contact you).

Audio                       Mobile                       Visual                       Other \_\_\_\_\_

## Corporate Discount

A company may receive one complimentary Premium package registration with four or more paid Premium package registrants from the same company. To qualify, registrations must be received at one time accompanied by **IAAP's Event Corporate Discount Form** and one payment for all registrants. (An example of one payment is a check with total payment for all registrants).

Corporate discount is subject to approval, one discount per company. Offer not available with online registration. No refunds available for cancelled registrants who received the corporate discount. Available for full event registrants only. International registrants (residing outside of the U.S. and Canada) are eligible for this discount. No other groups qualify as a company.

## A. Registration Options

	Member	Nonmember*	Member	Nonmember*
	Premium package		Standard package	
<b>Early bird</b> <i>Ends 5/26/17</i>	\$925	\$1,225	\$725	\$1,025
<b>Regular</b>	\$1,025	\$1,325	\$825	\$1,125

**\*Pay \$150 today and receive the member rate plus a year-long membership in IAAP. That's a \$150 savings over the nonmember rate!**

**Yes, I want to receive the member rate for IAAP Summit 2017 and save \$150 off the nonmember rate.**

	Premium Registration	Standard Registration
Connections & Cocktails: Opening Celebration	✓	✓
First-Time Attendee Orientation	✓	✓
Education Tracks & Sessions	✓	✓
Opportunity to earn up to 22.75 recertification points	✓	
Opportunity to earn up to 16.75 recertification points		✓
Pre-Conference Workshops*	✓	
Networking Luncheon	✓	
General Sessions	✓	✓
Closing Celebration: Dinner & Party	✓	
Marketplace	✓	✓
The Foundation of IAAP Celebration	✓	
Eligible for Buy 4, Get 1 Free Corporate Discount	✓	

### \*Premium Package - Pre-Conference Workshops

Premium Package attendees can participate in a combination of education on Saturday, July 22 that will provide up to 6 IAAP CAP recertification points.

**B. Premium Registration Attendance Selections**

**Saturday Sessions**

- I will attend the Meeting Fundamentals All-Day Course (limited to first 100 participants)
- I will attend the a.m. Summit Climb and the p.m. Managing Presentations in PowerPoint.
- I will attend the a.m. Microsoft Productivity Tips and the p.m. Summit Climb.
- I will attend the a.m. Microsoft Productivity Tips and the p.m. Managing Presentations in PowerPoint.
- I will not attend.

**Meals**

- I will attend the Networking Lunch.
- I will attend The Foundation of IAAP Celebration.
- I will attend the Closing Celebration Dinner.

**C. Additional Ala Carte Items**

- The Foundation of IAAP Celebration Ticket (One ticket is included for Premium Registrants.)  \$40 x quantity \_\_\_\_\_
- Speed Networking Event (limited to first 200 participants)  \$10
- Closing Celebration Ticket (One ticket is included for Premium Registrants but may be purchased separately by Standard Registrants. Premium Registrants may purchase additional tickets for guests.)  \$125
- Networking Lunch (One ticket is included for Premium Registrants but may be purchased separately by Standard Registrants.)  \$70
- Additional Charitable Contribution to The Foundation of IAAP  \$10  \$15  \$20  \$25  Other \_\_\_\_\_

**Total** \_\_\_\_\_

**Conference Subtotals**

Registration option from section A      \$ \_\_\_\_\_

Additional Ala Carte Options from section C      \$ \_\_\_\_\_

Grand Total      \$ \_\_\_\_\_

**Payment Information**

\$ \_\_\_\_\_  
 Total Enclosed in U.S. dollars (should match Grand Total from left)

Check or Money Order # \_\_\_\_\_

Credit Card:     Visa     MasterCard  
                      Discover     American Express

Card # \_\_\_\_\_

Expiration Date \_\_\_\_\_ CSC \_\_\_\_\_

Name as it appears on card \_\_\_\_\_

Authorization Signature (required for processing) \_\_\_\_\_

Cancellations must be received in writing 45 days prior to the opening date of the conference to be eligible for a refund (subject to a \$100 administrative fee). Cancellations after this date are nonrefundable. Transfer to another IAAP conference is available if the transfer request is received at least 30 days prior to the opening date of the conference (subject to a \$100 administrative fee). Transfers after that date are not possible. Transferred registrations are not eligible for a refund or additional transfers. IAAP reserves the right to process refunds after the conference concludes. Please see [the IAAP Event Policy](#) for details.

**Closing Celebration: Dinner & Party Table Reservations**

You have the opportunity to purchase and reserve a table for the Closing Celebration: Dinner & Party. The money from the reserved tables will benefit The Foundation of IAAP. To reserve your table, click [this link](#) and fill out the form.

**LEGAL**

I agree and acknowledge that I am undertaking participation in IAAP events and activities as my own free and intentional act and I am fully aware that possible physical injury might occur to me as a result of my participation in these events. I give this acknowledgement freely and knowingly and that I am, as a result, able to participate in IAAP events and I do hereby assume responsibility for my own well-being. I also agree not to allow any other individual to participate in my place. This acknowledgement includes my guest(s) participation (if applicable) in any evening events.

IAAP plans to take photographs at IAAP Summit 2017 and reproduce them in IAAP communications and promotional material, whether in print, electronic or other media, including the IAAP website. By participating in IAAP Summit 2017, you grant IAAP the right to use image, photograph, and biography for such purposes. All postings become the property of IAAP. Postings may be displayed, distributed, or used by IAAP for any purpose.

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