



2009 ANNUAL SESSION & EXHIBITS REGISTRATION FORM

September 14-18, Birmingham, Alabama

Register Online at www.neafcs.org

PLEASE COMPLETE A SEPARATE FORM FOR EACH ATTENDEE AND SPOUSE/GUEST

First Name: _____
 Last Name: _____
 First Name/Nickname for Badge (to appear in larger letters above your full name provided above): _____
 University/Employer Name: _____
 Mailing Address: _____
 City: _____ State: _____ Zip/Postal Code: _____
 Country: _____
 E-mail Address: _____
 Daytime Phone: _____ Fax: _____
 Do you have any disabilities that may require special services? Yes (if yes, we will contact you) No
 Please describe any special dietary considerations _____

First-Time Attendees ONLY: Will you attend the First Timers Event on Monday, September 14? Yes No
 I volunteer to assist with the following during the conference: Arrangements Registration Exhibits
 (If you are serving on any of these task forces, please do not complete this section.)

FEE SCHEDULE

Postmarked by August 21 ADVANCE REGISTRATION		After August 21 ONSITE REGISTRATION	
Member	Non-Member	Member	Non-Member

PART 1: OPTIONAL WORKSHOPS Check the appropriate fees below:

<i>Partnering for Success</i> (Monday 1/2 day) (lunch included)	\$85	\$105	\$120	\$140
<i>Brain Health – Helping Adults Protect Their Brains As They Grow Older</i> (Monday 1/2 day) (lunch included)	\$85	\$105	\$120	\$140

PART 2: REGISTRATION FEES Check the appropriate fee below:

A. Full Package Registration

<input type="checkbox"/> General Attendee		\$345	\$415	\$445	\$515
<input type="checkbox"/> Past National President	Optional		N/A	Optional	N/A
<input type="checkbox"/> Spouse/Family/Guest		N/A	\$215	N/A	\$295

B. Daily Registration

<input type="checkbox"/> General Attendee (per day)		\$210	\$250	\$285	\$325
<input type="checkbox"/> Past National President	Optional		N/A	Optional	N/A
<input type="checkbox"/> Spouse/Family/Guest		N/A	\$165	N/A	\$190

Please check the day(s) you will attend: Tue Weds Thurs Fri

C. Event Ticket Only Registration (A badge is required for all events. Event attendees must complete a registration form. DO NOT COMPLETE THIS SECTION IF YOU OPTED FOR A FULL PACKAGE OR A DAILY REGISTRATION ABOVE.) **Member/Non-Member prices**

- Welcome Event, \$55 / \$60 (Tannehill Park)
 Weds Continental Breakfast, \$35 / \$40 Weds Boxed Lunch, \$35 / \$40
 Thurs Continental Breakfast, \$35 / \$40 Thurs Boxed Lunch, \$35 / \$40
 Friendship Event, Anniversary Party \$55 / \$60 (Alabama Theatre)
 Awards Banquet, \$90 / \$95

PART 3: IN-DEPTH SESSIONS

Full Package & Wednesday Daily Registrants Only. Visit the 2009 Annual Session page online at www.neafcs.org for session descriptions and session codes. A few of the In-Depth Sessions may also require a very small fee to cover additional costs associated with the activity. You may pay that fee now as part of your online registration. Otherwise, it will be invoiced separately and must be paid onsite when you pick up your registration packet.

_____ 1st Choice _____ 2nd Choice _____ 3rd Choice

PART 4: FACILITY FEE Please select the appropriate option:

- I am staying at the Sheraton Birmingham Hotel in the NEAFCS room block. My confirmation # is _____
 I am a local affiliate member who will be commuting daily to the conference.
 I am NOT staying at the Sheraton Birmingham Hotel and am paying the \$100 Facility Fee.

PART 5: CALCULATE PAYMENT DUE

Part 1 Total: Optional Pre-Conference Workshops	\$ _____
Part 2 Total: Package, Daily or Event Tickets:	\$ _____
Part 3 Total: Extra Fee for In-Depth Sessions	\$ _____
Part 4 Total: Facility Fee:	\$ _____
Optional Endowment Contribution	\$ _____
TOTAL AMOUNT DUE:	\$ _____

PART 6: PAYMENT METHOD

- Check (payable to NEAFCS)
 MasterCard/Visa
 Purchase Order # _____
 (see purchase order policy)

Card Number _____ Expiration Date _____

Name on Card _____ Cardholder's telephone _____

Cardholder's signature _____

Credit Card Billing Address & Zip Code _____

HOW TO REGISTER

ONLINE: Complete the online registration form. A credit card or direct debit from bank account is required to register online.

BY FAX: Fax the completed registration form to 972-490-4219. A credit card is required to register via fax.

BY MAIL: Mail the completed registration form along with your payment via check, credit card or purchase order to:

NEAFCS Annual Session, 14070 Proton Rd, Suite 100, Dallas, TX 75244

GENERAL INSTRUCTIONS: A badge is required for all events. Complete a separate registration form for each attendee, including Event Ticket Only registrations. If registering by mail or fax, please complete this entire form. All registration dates are postmark deadlines. If you are registering after August 21, DO NOT mail or fax your form. Instead, bring the completed form, with payment for the appropriate Onsite Registration Fees, to the conference and register on site.

FEES: Full Package Registration Fees include admission to the Welcome Event, Friendship Event, Awards Banquet, Thursday and Friday Continental Breakfasts and Boxed Lunches, Wellness Walks and General, Concurrent and In-Depth Sessions. Daily Registration Fees include admission to activities listed under the full package section which are held on the day(s) for which you register.

IN-DEPTH SESSIONS: Space for some In-Depth Sessions is limited. Online registrants will choose their sessions when they register. If you register by mail, a session may be available the day you mail your registration, but, by the time we process your registration, it may be full. We will make every effort to accommodate your first choice. Sessions will be assigned on a first-come, first-served basis. A few of the In-Depth Sessions may also require a very small fee to cover additional costs associated with the activity. You may pay that fee now as part of your online registration. Otherwise, it will be invoiced separately and must be paid onsite when you pick up your registration packet.

FACILITY FEE: To obtain complimentary meeting rooms and function space, NEAFCS has guaranteed that our attendees will utilize a specific number of sleeping rooms. If our attendees do not utilize the guaranteed number of sleeping rooms, NEAFCS will have to pay attrition fees. In addition, a portion of each room night is rebated by the hotel to NEAFCS to help underwrite the costs of the conference. Registration fees were calculated based on NEAFCS meeting our guarantee and receiving rebates. Attendees opting to stay elsewhere will be assessed a \$100 fee to offset the lost rebate revenue and hotel attrition. When making your hotel reservation, you must book your room under the NEAFCS Room Block. Each person sharing a room must appear on the hotel rooming list and pay the appropriate double, triple or quad room rate to avoid the facility fee. The facility fee is waived for local affiliate members commuting daily to the conference.

REFUND POLICY: Read this policy carefully. Refund requests must be made in writing and sent by mail or fax. Refund requests postmarked or received via fax by July 24, 2009 will receive a refund, less a \$50 processing fee. Refund requests postmarked or received via fax July 25, 2009 – August 21, 2009 will receive a 50% refund. No refunds will be made for cancellations postmarked or received via fax after August 21, 2009. Refund requests should be mailed to NEAFCS Annual Session, 14070 Proton Rd, Suite 100, Dallas, TX 75244 or faxed to (972) 490-4219.

PURCHASE ORDERS: If guaranteeing payment with a purchase order, please mail the original, signed purchase order AND this completed registration form to NEAFCS Annual Session, 14070 Proton Rd, Suite 100, Dallas, TX 75244. Purchase orders postmarked by the appropriate deadline qualify for the rates associated with the deadline provided payment is received prior to the conference. Any Purchase Order not paid by the start of the conference will be voided and the registrant will be required to pay onsite at the onsite rates. We will invoice purchase orders within three (3) days of receipt. If your purchasing system requires more time to process a payment than is available before the conference starts, we suggest that you pay by check or credit card to avoid the higher onsite registration fees that may apply.

THANK YOU FOR YOUR REGISTRATION. SEE YOU IN BIRMINGHAM!