

**2010 ASAP 3<sup>rd</sup> National Training Conference Registration Form (061.381)**

**February 7-10, 2010 – Hilton riverside Hotel – New Orleans, Louisiana**

American Society of Access Professionals (ATTN: NTC)

1444 I Street, NW, Suite 700, Washington, D.C. 20005-6542

E-Fax: 202-216-9646 Analog Fax: 202-216-0246 E-Mail: ASAP@bostrom.com

Please register by completing the form below and submit to ASAP with your payment information. Registration will be limited and closed when capacity is reached (please check the ASAP website for notification of closure). Telephone registrations or incomplete registrations ARE NOT accepted. Please print/type clearly and avoid using abbreviations for agency names/components. Registration lists, name badges, certificates, etc. are based on this information.

1) Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Nick Name: \_\_\_\_\_

Title: \_\_\_\_\_

Agency/Org.: (Do not abbreviate) \_\_\_\_\_

Componet/Office: (Do not abbreviate) \_\_\_\_\_

Mail Address, City, State, Zip \_\_\_\_\_

Tele: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail \_\_\_\_\_

2) \_\_\_\_\_ Yes \_\_\_\_\_ No Publish my name/organization/telephone/fax/E-mail in the Networking Booklet.

3) Please list any special needs. ASAP, in compliance with the ADA is happy to assist. \_\_\_\_\_

4) How long have you worked with the Acts? FOIA \_\_\_\_\_ Privacy \_\_\_\_\_

5) Please check the Break Out sessions you will attend. (This information is critical in determining appropriate-sized meeting rooms.)

<b>Monday, Feb 8</b>	9:00am	<input type="checkbox"/> Session 2	<input type="checkbox"/> Session 3	<input type="checkbox"/> Session 4	<input type="checkbox"/> Session 5
	10:45am	<input type="checkbox"/> Session 6	<input type="checkbox"/> Session 7	<input type="checkbox"/> Session 8	<input type="checkbox"/> Session 9
	1:30pm	<input type="checkbox"/> Session 10	<input type="checkbox"/> Session 11	<input type="checkbox"/> Session 12	<input type="checkbox"/> Session 13
	3:15pm	<input type="checkbox"/> Session 14	<input type="checkbox"/> Session 15	<input type="checkbox"/> Session 16	<input type="checkbox"/> Session 17
<b>Tuesday, Feb 9</b>	10:15pm	<input type="checkbox"/> Session 19	<input type="checkbox"/> Session 20	<input type="checkbox"/> Session 21	<input type="checkbox"/> Session 22
	2:15pm	<input type="checkbox"/> Session 24	<input type="checkbox"/> Session 25	<input type="checkbox"/> Session 26	<input type="checkbox"/> Session 27
	3:30pm	<input type="checkbox"/> Session 28	<input type="checkbox"/> Session 29	<input type="checkbox"/> Session 30	<input type="checkbox"/> Session 31
					<input type="checkbox"/> Session 32
<b>Wednesday, Feb 10</b>	10:00am	<input type="checkbox"/> Session 35	<input type="checkbox"/> Session 36	<input type="checkbox"/> Session 37	<input type="checkbox"/> Session 38
	12:45am	<input type="checkbox"/> Session 39	<input type="checkbox"/> Session 40	<input type="checkbox"/> Session 41	<input type="checkbox"/> Session 42

6) Lunch Tickets: Some participants prefer not to eat lunch with the group as they need to work in their rooms or take a short, refreshing walk. The lunches are factored into the registration fee, so you are entitled to eat lunch with the group. However, if you want to eat lunch with the group, you must reserve a lunch ticket. The menu will not be determined until later, but there will be an option for vegetarian (fruit or vegetable plate). If you have other needs, please specify and we will try to accommodate you.: \_\_\_\_\_

Lunch on Feb 8  Yes  No, I will make my own luncheon plans.

Lunch on Feb 9  Yes  No, I will make my own luncheon plans.

Lunch on Feb 10  Yes  No, I will make my own luncheon plans.

7) \_\_\_\_\_ Yes \_\_\_\_\_ No ASAP Member? ASAP is a nonprofit, professional member society. Federal, state or local government employment does not automatically entitle one to ASAP membership or member discounted program fees.

**Payment: Please refer to the procedures for registration, confirmations, receipts and cancellation fee policy. Registration MUST be accompanied by a credit card and authorized signature or completed training authorization forms. Registrants should check [www.accesspro.org](http://www.accesspro.org) for confirmation of registration, thereby eliminating the need to call the ASAP office. ASAP requires three business days for registration processing. Submitting registration without payment authorization does not hold seat nor fee structure.**

**REGISTRATION FEES**

- \$750 after Jan. 15, 2010 for ASAP members
- \$850 after Jan. 15, 2010 for non members

\_\_\_\_ Check or Money Order Enclosed Check \_\_\_\_\_ Amount: \$ \_\_\_\_\_

\_\_\_\_ Training Authorization Enclosed

\_\_\_\_ Bill Credit Card -ASAP accepts VISA, MasterCard, American Express, IMPAC. Credit cards are processed within one week of submission. The system automatically emails receipts to the cardholder when the transaction is processed. Cardholders MUST provide a valid email address.

Credit Card: Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Authorized Amount: \$ \_\_\_\_\_ Card Holder Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Tele: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ (REQUIRED)