

Track 1. Who's in Charge of the Network? Track 2. IT Services for Free? Financial Issues Surrounding IT

Name _____

Title _____ First name as it should appear on name badge

Institution/Company _____

Address _____

City, State/Province, Zip Code _____

Phone # _____ Fax # _____ E-mail Address _____

Emergency Contact _____ Daytime Phone _____ Evening Phone _____

- Check here if this is your first ACUTA event.
- Check here to indicate special needs (accommodations, restricted diet, etc.), or contact Lisa Thornton, ACUTA Meetings Manager, at 859/278-3338 or lthornton@acuta.org.
- Check here if you do not want your contact information included on the attendee list that is distributed to all participants, exhibitors, and sponsors.

SEMINAR FEES

For Early Registration discount, response must be faxed/postmarked no later than 9/17/10.

	By 9/17/10	After 9/17/10
ACUTA Member	<input type="checkbox"/> \$475	<input type="checkbox"/> \$525
Nonmember	<input type="checkbox"/> \$635	<input type="checkbox"/> \$685

▶ **SPECIAL OFFER** for Nonmembers:
If you attend an ACUTA event then purchase a membership within 90 days, the difference between member and nonmember registration fees will be applied to your initial membership dues.

- Registration fee includes:
- Educational sessions
 - Course materials
 - Exhibit Hall
 - Sunday p.m. reception
 - Monday dinner
 - 3 Breakfasts, 2 lunches
 - Coffee breaks

COMPANION FEES FOR EVENING EVENTS

Anyone other than registered attendees and exhibitors who have paid a social registration fee must pay to attend the Sunday evening opening reception (\$27) and Monday event (\$49). Please enclose payment (see payment instructions below) or indicate that payment will be made at registration. (Sorry, children under age 16 may not attend ACUTA evening events.)

Name _____

City, State/Province _____

- Sunday Opening Reception (\$27)
- Monday Event (\$49)

Payment Options:

- Payment enclosed \$ _____
- Companion(s) will pay at registration

See credit card info next column



Check our website to register or for information updates:
<http://www.acuta.org>

Registration is limited by meeting space constraints. To be ensured a space, please register early.

PAYMENT INSTRUCTIONS

Send this form plus check, valid purchase order, or credit card information in payment of the registration fee to ACUTA, 152 W. Zandale, Ste. 200, Lexington, KY 40503-2486. Fax: 859/278-3268

- AMEX
- VISA
- MasterCard
- Discover

Name on card _____ Exp. date _____

Signature _____ Verification code # _____

Total to be charged \$ _____

Early registrations cannot be processed unless accompanied by check, purchase order, or credit card payment. ACUTA Federal ID #61-1185913

Confirmation letter will be sent within 2 weeks of receipt of payment, or purchase order. If you have not received confirmation within a few weeks, please check with your accounts payable office to confirm processing, then call Michele West at 859/278-3338 or e-mail: mwest@acuta.org

CANCELLATION/REFUND POLICY: Cancellations may be mailed, faxed, or e-mailed.

- Cancellations received by 10/8/10: Full refund less \$25 administration fee if notice of cancellation is received in the ACUTA office by 10/8/10. All unpaid cancelled registrations will be assessed a \$25 administration fee.
- Cancellations received 10/9/10-10/22/10: Registration fee must be paid. Credit (less \$25 admin. fee) will be issued for cancellation received 10/9/10-10/22/10. Credit must be applied to registration for another ACUTA event within one year.
- Cancellations received after 10/22/10: Registration fee must be paid and is not eligible for refund or credit.

FOR HOTEL INFORMATION, visit the hotel website at <http://www.acuta.org/dchotel> or contact the Sheraton Premiere at 703/448-1234, 8661 Leesburg Pike, Vienna, Virginia 22182. Mention ACUTA and receive the special rate (\$179 single/double) through 9/17/10. Book your room online at <http://www.acuta.org/dchotelreg>.

