NASFAA 2014 ON-SITE REGISTRATION FORM



INSTRUCTIONS

Institution/Organization:

- 1. If you are registering more than three individuals from the same institution please photocopy this form.
- This form must be received by May 30 to ensure the lower conference pre-registration fee of \$575 for members and \$675 for non-members.
- NASFAA membership is institutional. Individuals who are employed by a NASFAA member are also considered to be members.
- Registration forms received after May 30 are considered "on-site" registrations and will be charged the higher fee of \$675 for members and \$775 for non-members.
- Payment does not have to accompany this form. However, all fees must be paid at the time you pick up your registration packet.
- 6. The cancellation policy is below.
- 7. Please complete both sides of this registration form.

CANCELLATION & REFUND POLICY

- 1. All requests for cancellations and refunds must be in writing.
- The date of the cancellation shall be the date the written request is received in the NASFAA office.
- Cancellation fees will be assessed for both prepaid and non-prepaid registrations.
- 4. Please provide the name of the registrant cancelling and the address to mail any refund check.
- 5. Cancellation Fee Schedule

Through May 2 \$25.00 May 3-23 \$50.00 May 24-June 6 \$75.00

6. No requests for refunds will be honored after close of business (5:00 pm EDT) on Friday, June 6.

□ \$775 (Non-Member)

■ Tuesday

1. INSTITUTION/ORGANIZATION INFORMATION

Address:			
	State:	Zip:	
Fax:		E-Mail:	
Is Your Institution/Organization a NASFAA Member?		☐ Yes	□ No
2. REGISTRANT INFORMATION			
A - Primary Registrant			
		Title:	
Name/Nickname for Badge:			
Address (If Different from Above):			
	State:	Zip:	
Fax:		E-Mail:	
	☐ Yes	□ No	
	Fax:	Fax: State:	Fax: E-Mail: Title: State: Zip: Fax: E-Mail:

Sunday

☐ \$675 (Member)

Monday

■ Wednesday

□ \$300 NASFAA Retiree¹)

Select Day(s):

Registration Fee (After May 30):

Daily Registration (Per Day):

2. REGISTRANT INFORMATION (CONTINUED) **B** - Additional Registrant Name (Mr/Mrs/Ms/Dr): Title: Name/Nickname for Badge: Address (If Different from Above): City: State: Zip: Phone: Fax: E-Mail: Is this Your First Conference? Yes □ No Registration Fee (After May 30): ☐ \$675 (Member) □ \$775 (Non-Member) Daily Registration (Per Day): □ \$345 (Member) ☐ \$445 (Non-Member) Select Day(s): ■ Monday Sunday ■ Tuesday Wednesday C - Additional Registrant Name (Mr/Mrs/Ms/Dr): Title: Name/Nickname for Badge: Address (If Different from Above): City: State: Zip: Fax: E-Mail: Phone: Is this Your First Conference? Yes □ No Registration Fee (After May 30): ☐ \$675 (Member) **□** \$775 (Non-Member) Daily Registration (Per Day): □ \$345 (Member) ☐ \$445 (Non-Member) Select Day(s): Sunday ■ Monday ■ Tuesday Wednesday Total Amount Due (2A+2B+2C): 3. PAYMENT INFORMATION Payment Method: ☐ Check Enclosed ☐ Purchase Order Enclosed² Visa ☐ MasterCard American Express Discover Security Code: (on back of credit card) Credit Card No.: Exp Date: / Name As it Appears on Card: Amount to be Charged:

Complete this form and return it to the On-Site Registration Desk at the Music City Center in Nashville.

Date:

Do NOT mail or fax to the NASFAA office.

Questions? Contact Membership Services at Membership@NASFAA.org or (202) 785-0453 Ext. 1.

Signature:

¹ This rate is available to any member of the NASFAA Retiree Group, a network of individuals who are retired from the financial aid profession and are no longer employed full-time at an educational institution or in a financial aid-related enterprise.

 $^{^{2}\,}$ A purchase order is not considered payment. All fees must be paid at the time you pick up your registration packet