

SLA 2019 Annual Conference Registration Form

Please print clearly or type all information when filling out the registration form. Fill in all requested information completely.

1) REGISTRATION INFORMATION

Are you a member of SLA? Yes No

Is this your first SLA Conference? Yes No

SLA Member ID Number: _____

First Name Last Name

First name as it would appear on your badge

Title

Organization (no acronyms please)

Address

City State/Province

Zip Code Country

Phone Number Twitter Username

Email (required)

Emergency Contact Name Phone Number

ADA or Special Needs

Food Allergies

Dietary Restrictions:
 Vegan Vegetarian Kosher Gluten-Free

Level of purchasing authority in your organization:
 Direct Influencer None

Employer Type:
 Corporate Academic Government
 Non-profit Independent/Consultant/Contractor

Years' experience in the library/information science field:
 1 – 5 6 – 10 11 – 15 16 – 20 21+

2) SELECT REGISTRATION TYPE AND FEE

Please select your registration type. Dates listed indicate when each registration type is available.

S = Sunday / M = Monday / T = Tuesday

Full Conference – SLA Member

- Early Bird Dec 12 – Apr 1 \$635
 Regular Apr 2 – Jun 14 \$835
 One-Day: Dec 12 – Jun 14 \$495
- Select Day: S M T

Retired SLA Member Dec 12 – Jun 14 \$325

Student SLA Member Dec 12 – Jun 14 \$325

Full Conference – Non-Member

- Regular Dec 12 – Jun 14 \$1225
 One-Day Dec 12 – Jun 18 \$685
- Select Day: S M T

3-Day Buyer's Pass (INFO-EXPO Access Only)

- Member Dec 12 – Jun 14 \$135
 Non-Member Dec 12 – Jun 14 \$255

1-Day Buyer's Pass (INFO-EXPO Access Only) exhibitors.

Member Dec 12 – Jun 18 \$75

Non-Member Dec 12 – Jun 18 \$175

- Select Day: S M T

3) PAYMENT

Please enter total amount from registration fees. Fees are payable in U.S. dollars only.

Total Amount Enclosed: \$ _____

Methods of payment accepted are check, money order, American Express, MasterCard, VISA, and Diner's Club. **Make checks payable to SLA.** Mail or fax payment to:

Special Libraries Association
P.O. Box 75338
Baltimore, MD 21275
Fax: 972-349-7715

Charge my credit card: Amex MasterCard VISA DC

Card Number Security Code

Name on Card Exp. Date

Signature Date

Privacy policy: SLA leases its conference registration lists to conference

This allows exhibitors to inform attendees of events at the conference that may not be publicized anywhere else. Exhibitors may lease either direct mail lists or email lists on a one-time use basis per list purchase. If you do not wish to participate in SLA 2019 Annual Conference exhibitor direct mail or email messaging, check this box:

SLA 2019 Annual Conference Registration

Instructions

1) REGISTRATION INFORMATION

Please provide us with an email address, phone number, and a preferred mailing address so we can confirm your conference registration.

Note: if you have changed your address, we encourage you to visit the SLA website at sla.org/update-membership to update your record.

2) SELECT REGISTRATION TYPE AND FEE

Fees are listed and payable in U.S. dollars only. Registrants will receive a confirmation receipt by email upon completing registration. Please keep it for your records.

You may only select the Member, Student Member, or Retired Member rate after your membership application has been processed and you have received a Member ID number. To become an SLA member, visit sla.org/join. Please allow 2-3 business days for your new membership to be processed completely.

Registration Types:

One-Day Member/Non-Member: allows admission to non-ticketed education sessions, non-ticketed receptions, INFO-EXPO hall, and General Session on the day selected. Price listed is per day.

Buyer's Pass (INFO-EXPO Access Only): allows entrance to the INFO-EXPO only for either 1 or 3 days, depending on the registration category selected. No other conference programs, events, or activities are accessible with this registration type. The pass is offered to buyers in industries relevant to libraries and information professionals, and not intended for unaffiliated merchants or vendors.

Ticketed Events: Registration for ticketed events, including continuing education (CE) and certificate classes, special events, tours, receptions, etc., will be open in early March 2019. Conference registrants will be notified via email when registration for ticketed events is available.

Attendee substitutions are limited to SLA members only and cannot be transferred to a new registration type.

3) PAYMENT

Please enter the total amount owed from registration fees. Payment should reflect conference fees only. Payment should be made in U.S. dollars only. Payment must be received in order for registration to be processed. Registrations will not be processed without payment. Payments for any other SLA products and services should be to SLA under separate cover.

Methods of payment accepted are check, money order, American Express, MasterCard, VISA, and Diner's Club.

Make checks payable to SLA.

Send payment and conference registration form to:

Special Libraries Association
P.O. Box 75338
Baltimore, MD 21275
Fax: 972-349-7715

Payment must be received by March 31, 2019 to qualify for the early bird registration rate. All registrations received after March 31, 2019 will be considered and handled at the regular registration rate. Credit card registrations may be faxed to SLA. To avoid double billing, faxed registrations should not be followed up via mail. For questions, call SLA at 800-466-5652.

REFUNDS AND CANCELLATIONS

Registration cancellations are subject to a \$100 cancellation administrative fee. Requests for refunds must be received by SLA staff via email (SlA@mcievents.com) or fax (972- 349-7715) on the dates listed below:

Refund requests received by May 3, 2019 are eligible for a full refund, minus the \$100 cancellation fee.

Refund requests received between May 4 and May 17, 2019 are eligible for a refund of 50% of the registration and applicable event fees, minus the \$100 cancellation fee.

There will be no refunds for requests received May 18, 2019 or later.

Questions? Call 800-466-5652 or email SlA@mcievents.com