

NASULGC, A Public University Association

MEETING REGISTRATION FORM

Event Name: National Expanded Food and Nutrition Education Program (EFNEP) Conference	Meeting Dates: March 10-13, 2008
Location: Crystal City Marriott at Reagan National Airport 1999 Jefferson Davis Highway Arlington, Virginia 22202	REGISTRATION DEADLINE: Tuesday, February 19, 2008

REGISTRATION INFORMATION

Last Name:	First Name:	Middle Initial:
Name as it will appear on your badge:		
Job Title:	Phone:	Fax:
Institution/Organization:	Email:	
Address:		
Administrative Assistant/Secretary Name:	Phone:	Email:
Emergency Contact Name:	Phone:	

Please check here if you require special accommodations to fully participate in the meeting. Please attach a written description of your needs.

REGISTRATION FEES

COUNCIL/COMMISSION MEMBERS

Before: February 19, 2008	\$275.00	After: February 19, 2008	\$325.00
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Date of Arrival: _____ **Date of Departure:** _____ **Monday Full Day Training:** Yes No
Time of Arrival: _____ **Time of Departure:** _____ **Monday Evening Reception:** Yes No
Tuesday-Thursday Conference: Yes No

SPECIAL INFORMATION

*Don't forget to make your hotel reservations no later than Tuesday, February 19, 2008, by calling the Crystal City Marriott at Reagan National Airport. Identify yourselves as attending the NASULGC EFNEP Conference.

PAYMENT INFORMATION:

Registration fee covers attendance at program sessions and all meal events. Only persons registered and with name badges may attend meeting events. Registration forms will not be processed without payment or a purchase order. To register, please mail your completed registration form to NASULGC's lockbox address as indicated below. Invoices will be issued after the meeting for all Purchase Orders received.

Payment Options:

- Purchase Order: Please mail registration form directly to NASULGC.
- Check: Please make checks payable to NASULGC. A copy of the registration form must accompany the check.
- Credit Card: Registrants paying by credit card should print or type all of the information below

CREDIT CARD: Visa MasterCard American Express **AMOUNT TO BE CHARGED:** \$ _____
Cardholder Name _____ **Card Number** _____

Signature _____ **Expiration Date** _____

CANCELLATION POLICY:

In the event of registration cancellation, fees paid in advance are refundable, less a service charge of \$75. Cancellations must be in writing (either by mail or fax) and received by the Accounting office no later than February 19, 2008 (cut-off date), and will not be accepted via e-mail or telephone. NASULGC will not be able to refund any registration fees for cancellations postmarked after the cut-off date. Refunds will be processed after the meeting.

RETURN FORM AND PAYMENT TO NASULGC LOCKBOX ADDRESS BELOW:	MEETING INQUIRIES:
National Association of State Universities and Land-Grant Colleges (NASULGC) Department 0545 Washington, D.C. 20073-0545	Staff Liaison: L. Sandra Garner Phone: (202) 478-6034 Email: sgarner@nasulgc.org