

2019 ESPA Annual Conference Organization / Corporate Group Registration Form January 11-13, 2019 · Charlotte, NC

Advanced Registration Cutoff Date: November 10

IF YOU HAVE QUESTIONS REGARDING YOUR REGISTRATION, PLEASE CONTACT US AT 609-799-3712.

Please note, you may only register as an Organization if you hold an Organization Level Membership with ESPA.

COMPANY NAME:				
STREET ADDRESS (for	mailing convention credentials):			
CITY:				
STATE:	ZIP/POSTAL CODE:		COUNTRY	:
We represent a:	 □ CVB with an Operating Budget up to \$5 □ CVB with an Operating Budget of \$10 to 10 □ Hotel □ Convention 10 □ Other: □ Other 	o \$15 Million Center		ting Budget of \$5 to \$10 Million ting Budget of more than \$15 Millior ☐ Industry Supplier
FIRST ATTENDEE (F	PRIMARY CONTACT) INFORMATION			
NAME (First, Last):			BADGE NAME: (if different):
TITLE:			DESIGNATION:	
E-MAIL:				
DAY PHONE:		MOBILE PH	IONE (In case of emergency	/):
	NTACT NAME:			
Check if this is y	your 1st ESPA CONFERENCE: AND/C	OR Check if y	ou are a NEW MEMBER	:: 🗆
I have been in th	ne meetings industry: 1-3 years	4-14 years	☐ 15+ year	s 🗌
To help us with Traditionalist (192	our demographics, which generation do 22-1945)	you fall withi 1964) □	n? Gen X (1965-1980) 🗌	Gen Y (1981-2000)
	day, January 11, 2019 1:00-4:00PM Two 1 een: A Custom Tour of Charlotte (Fee \$59) [Charlotte Homes Tour (F	ee \$50) 🗌
	up for ESPA's Two-Day Leadership Tracere will be an additional \$75 fee inclusive of the tw			only for those at Associate Director
Sports Services	ary 12, 2019 10:00-11:30AM Three Concur Fraining Camp ☐ ollaboration: Charlotte's RNC bid – a Case S	Meeting Pl	anner Roundtable (Spac	
Disability Etiquett	ary 12, 2019 2:45-4:45PM Five Mobile Wor te Workshop Convention Center To ent Active Shooter Training Aut	our & Sustaina	bility Program 🗌	
Moving Up! Grow	y 13, 2019 10:30-11:30AM Three Concurre ving Your Group from In-House to a Convent sting Room Blocks with CVBs and Hotels	tion Center Ci	Tracks (Select 1 if not party Wide ☐ ervice Recovery, Part Tw	
	y 13, 2019 11:45AM-12:45PM Three Conc er and Trusted Resource? Creativ		out Tracks (Select 1 if not	ot participating in Leadership Track) Superpowers for Event Service [
	y 13, 2019 1:45PM-3:45PM Three Concurr Most of Free Labor You did WHAT		Tracks (Select 1 if not p	
OPTIONAL - Su Yes, I will attend	nday, January 13, 2019 6:00-8:00PM Off \$ (Fee \$69) \(\square\) No, I will not attend \(\square\)	_	Strike City	

SECOND ATTENDEE INFORMATION	
NAME (First, Last):	BADGE NAME: (if different):
TITLE:	DESIGNATION:
E-MAIL:	
DAY PHONE: N	IOBILE PHONE (In case of emergency):
EMERGENCY CONTACT NAME: E	MERGENCY CONTACT PHONE NUMBER:
Check if this is your 1st ESPA CONFERENCE: AND/OR C	heck if you are a NEW MEMBER: □
I have been in the meetings industry: 1-3 years 4	-14 years ☐ 15+ years ☐
To help us with our demographics, which generation do you Traditionalist (1922-1945) ☐ Baby Boomer (1946-1964)	
OPTIONAL - Friday, January 11, 2019 1:00-4:00PM Two Tour Day with the Queen: A Custom Tour of Charlotte (Fee \$59) ☐	
Are you signing up for ESPA's Two-Day Leadership Track? I level or higher. There will be an additional \$75 fee inclusive of the two-dayes No No	Note: These sessions are being offered only for those at Associate Director y Leadership Track
	Breakout Tracks (Select 1 if not participating in Leadership Track) Meeting Planner Roundtable (Space is limited) y, Successes, Challenges
	ops (Select 1 – Space is limited for each workshop) k Sustainability Program ☐ Service Recovery Program ☐ tic Event Experiences and How to Best Package your Destination
Sunday, January 13, 2019 10:30-11:30AM Three Concurrent I Moving Up! Growing Your Group from In-House to a Convention Let's Talk Forecasting Room Blocks with CVBs and Hotels	
	nt Breakout Tracks (Select 1 if not participating in Leadership Track) cols for Attendance Building ☐ Superpowers for Event Service ☐
Sunday, January 13, 2019 1:45PM-3:45PM Three Concurrent How to Make the Most of Free Labor ☐ You did WHAT for a	Breakout Tracks (Select 1 if not participating in Leadership Track) a Site Visit?! ☐ Gifts, Amenities and Promo Items ☐
OPTIONAL – Sunday, January 13, 2019 6:00-8:00PM Off Site Yes, I will attend (Fee \$69) ☐ No, I will not attend ☐	Dinner at Strike City
THIRD ATTENDEE INFORMATION	
NAME (First, Last):	BADGE NAME: (if different):
	DESIGNATION:
E-MAIL:	
	IOBILE PHONE (In case of emergency):
	MERGENCY CONTACT PHONE NUMBER:
Check if this is your 1st ESPA CONFERENCE: AND/OR C	theck if you are a NEW MEMBER:
I have been in the meetings industry: 1-3 years ☐ 4	-14 years ☐ 15+ years ☐
To help us with our demographics, which generation do you Traditionalist (1922-1945) ☐ Baby Boomer (1946-1964)	fall within? -) ☐ Gen X (1965-1980) ☐ Gen Y (1981-2000) ☐
OPTIONAL – Friday, January 11, 2019 1:00-4:00PM Two Tour Day with the Queen: A Custom Tour of Charlotte (Fee \$59) ☐	
Are you signing up for ESPA's Two-Day Leadership Track? I level or higher. There will be an additional \$75 fee inclusive of the two-day Yes No	Note: These sessions are being offered only for those at Associate Director y Leadership Track
Saturday January 12 2019 10:00-11:30AM Three Concurrent	
	Breakout Tracks (Select 1 if not participating in Leadership Track) Meeting Planner Roundtable (Space is limited)

Sunday, January 13, 2019 10:30-11:30AM Three Concurren Moving Up! Growing Your Group from In-House to a Convention Let's Talk Forecasting Room Blocks with CVBs and Hotels	
	rent Breakout Tracks (Select 1 if not participating in Leadership Track) Tools for Attendance Building Superpowers for Event Service
Sunday, January 13, 2019 1:45PM-3:45PM Three Concurred How to Make the Most of Free Labor You did WHAT fo	nt Breakout Tracks (Select 1 if not participating in Leadership Track) or a Site Visit?! Gifts, Amenities and Promo Items
OPTIONAL – Sunday, January 13, 2019 6:00-8:00PM Off Sit Yes, I will attend (Fee \$69) ☐ No, I will not attend ☐	e Dinner at Strike City
FOURTH ATTENDEE INFORMATION	
NAME (First, Last):	BADGE NAME: (if different):
	DESIGNATION:
E-MAIL:	
DAY PHONE:	MOBILE PHONE (In case of emergency):
EMERGENCY CONTACT NAME:	EMERGENCY CONTACT PHONE NUMBER:
Check if this is your 1 st ESPA CONFERENCE: ☐ AND/OR	Check if you are a NEW MEMBER:
I have been in the meetings industry: 1-3 years	4-14 years ☐ 15+ years ☐
To help us with our demographics, which generation do your Traditionalist (1922-1945) ☐ Baby Boomer (1946-19	
OPTIONAL – Friday, January 11, 2019 1:00-4:00PM Two To Day with the Queen: A Custom Tour of Charlotte (Fee \$59)	urs Historic Charlotte Homes Tour (Fee \$50) □
Are you signing up for ESPA's Two-Day Leadership Track' level or higher. There will be an additional \$75 fee inclusive of the two-Yes \(\sqrt{No} \sqrt{\sqrt{No}} \sqrt{\sqrt{No}} \sqrt{\sqrt{No}} \sqrt{\sqrt{No}}	? Note: These sessions are being offered only for those at Associate Director day Leadership Track
Saturday, January 12, 2019 10:00-11:30AM Three Concurre Sports Services Training Camp Capitalizing on Collaboration: Charlotte's RNC bid – a Case Str	ent Breakout Tracks (Select 1 if not participating in Leadership Track) Meeting Planner Roundtable (Space is limited) udy, Successes, Challenges
	shops (Select 1 – Space is limited for each workshop) Ir & Sustainability Program Service Recovery Program entic Event Experiences and How to Best Package your Destination
Sunday, January 13, 2019 10:30-11:30AM Three Concurren Moving Up! Growing Your Group from In-House to a Convention Let's Talk Forecasting Room Blocks with CVBs and Hotels	at Breakout Tracks (Select 1 if not participating in Leadership Track) on Center City Wide ☐ Service Recovery, Part Two ☐
	rent Breakout Tracks (Select 1 if not participating in Leadership Track) Tools for Attendance Building Superpowers for Event Service
Sunday, January 13, 2019 1:45PM-3:45PM Three Concurred How to Make the Most of Free Labor You did WHAT fo	nt Breakout Tracks (Select 1 if not participating in Leadership Track) or a Site Visit?! Gifts, Amenities and Promo Items
OPTIONAL – Sunday, January 13, 2019 6:00-8:00PM Off Sit Yes, I will attend (Fee \$69) ☐ No, I will not attend ☐	e Dinner at Strike City
FIFTH ATTENDEE INFORMATION	
NAME (First, Last):	BADGE NAME: (if different):
TITLE:	DESIGNATION:
E-MAIL:	
DAY PHONE:	MOBILE PHONE (In case of emergency):
EMERGENCY CONTACT NAME:	EMERGENCY CONTACT PHONE NUMBER:
Check if this is your 1 st ESPA CONFERENCE: ☐ AND/OR	Check if you are a NEW MEMBER:
I have been in the meetings industry: 1-3 years	4-14 years ☐ 15+ years ☐
To help us with our demographics, which generation do your Traditionalist (1922-1945) Baby Boomer (1946-19	ou fall within? 64) ☐ Gen X (1965-1980) ☐ Gen Y (1981-2000) ☐

Are you signing up for ESPA's Two-Day Leadership Track? Note: These sessions are being offered only for those at Associate Director leaved or highes. There will be an additional \$75 fee inclusive of the two-day Leadership Track (Select 1 if not participating in Leadership Track) Sports Services Training Camp Meeting Planner Roundtable (Space is limited) Saturday, January 12, 2019 10:00-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) Capitalizing on Collaboration: Charlotte's RNC bid — a Case Study, Successes, Challenges Service Recovery Program Saturday, January 12, 2019 2:45-4:45PM Five Mobile Workshops (Select 1 - Space is limited for each workshop) Saturday, January 12, 2019 2:45-4:45PM Five Mobile Workshops (Select 1 - Space is limited for each workshop) Saturday, January 13, 2019 10:30-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) Sunday, January 13, 2019 10:30-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) Sunday, January 13, 2019 10:30-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) Sunday, January 13, 2019 11:45AM-12:45PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) Sunday, January 13, 2019 11:45AM-12:45PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) Sunday, January 13, 2019 14:45PM -3:45PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) World Plannary 13, 2019 14:45PM -3:45PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) World Plannary 13, 2019 14:45PM -3:45PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) World Plannary 13, 2019 14:45PM -3:45PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) World Plannary 13, 2019 14:45PM -3:45PM Three Concurrent Break	OPTIONAL – Friday, January 11, 2019 1:00-4:00PM Two Tours Day with the Queen: A Custom Tour of Charlotte (Fee \$59)	Histori	c Charlotte Homes Tour (Fee \$5	60) 🗌	
Sports Services Training Camp Saturday, January 12, 2019 2:45-4:45PM Five Mobile Workshops (Select 1 - Space is limited for each workshop) Disability Etiquette Workshop Convention Center Tour & Sustainability Program Service Recovery Program Crisis Management Active Shooter Training Authentic Event Experiences and How to Best Package your Destination Assets Sunday, January 13, 2019 10:30-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) Moving Upl Growing Your Group from In-House to a Convention Center City Wide Let's Talk Forecasting Room Blocks with CVBs and Hotels Service Recovery, Part Two Sunday, January 13, 2019 11:45PM-12:45PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) Moving Upl Growing Your Group from In-House to a Convention Center City Wide Sunday, January 13, 2019 11:45PM-3:45PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) Sunday, January 13, 2019 1:45PM-3:45PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track) How to Make the Most of Free Labor You did WHAT for a Site Visit? Gifts, Amenities and Promo Items OPTIONAL - Sunday, January 13, 2019 6:00-8:00PM Off Site Dinner at Strike City Yes, I will attend (Fee \$69) No, I will not attend **Once your registration is processed, you will receive an email confirmation. At that time, you may log-in to the "My ESPA Portal" and go to "My Events," you can add any optional excursions and Day of PCMA to your registration for cancellations received in writing by December 3, 2018 are eligible for a 60½ returned on the ESPA Registration fee only. There are no returds for cancellations received after this other. Bis includes cancellations had occur due ESPA as altered for the other arrangements and is therefore is responsible for all costs related to attendance. By signing his form, you authorize ESPA to charge your credit card for the registration fees. If paying by check, ple	level or higher. There will be an additional \$75 fee inclusive of the two-day			for those at Associa	te Director
Disability Etiquette Workshop	Sports Services Training Camp Me	eeting	Planner Roundtable (Space is li		ship Track)
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Are You a Partner and Trusted Resource?	Moving Up! Growing Your Group from In-House to a Convention C	enter	City Wide 🗌	pating in Leadersh	nip Track)
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to weather or other day-of air travel delays / cancellations as it is understood that ESPA has already included you in counts for F&B and other arrangements and is therefore is responsible for all costs related to attendance. By signing this form, you authorize ESPA to charge your credit card for the registration fees. If paying by check, please mail form and payment to: ESPA, 191 Clarksville Rd, Princeton Jct, NJ 08550. Please check choice of payment. Payment is required for your registration to be processed. UISA MasterCard Am. Express Discover Check CREDIT CARD#: EXP DATE: TOTAL DUE: Include any additional fees in this total SPECIAL MEAL REQUEST AND/OR SPECIAL NEEDS Check here if you have special meal needs or if you require special assistance to participate fully in the conference. Specify need:	Portal" and go to "My Events," you can add any optional excu CONFERENCE FEES Registration Policies		s and Day of PCMA to your reg	Advanced Registration (Postmarked by	Regular
By signing this form, you authorize ESPA to charge your credit card for the registration fees. If paying by check, please mail form and payment to: ESPA, 191 Clarksville Rd, Princeton Jct, NJ 08550. Please check choice of payment. Payment is required for your registration to be processed. VISA MasterCard Am. Express Discover Check CREDIT CARD#: EXP DATE: Organization Member for 5 people \$3,775 TOTAL DUE: Include any additional fees in this total TOTAL DUE: Include any additional fees in this total SPECIAL MEAL REQUEST AND/OR SPECIAL NEEDS Check here if you have special meal needs or if you require special assistance to participate fully in the conference. Specify need:	CONFERENCE FEES Registration Policies Additional excursions are non-refundable. Conference registration cancellations received in writing by December 3, 2018 are eligible for a 50% refund on the ESPA Registration fee only. There are no refunds	rsion	All fees are listed in US Dollars	Advanced Registration (Postmarked by 11/10/18)	Regular (after 11/10/18)
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Princeton Jct, NJ 08550. Please check choice of payment. Payment is required for your registration to be processed. UISA MasterCard Am. Express Discover Check CREDIT CARD#: EXP DATE: SPECIAL MEAL REQUEST AND/OR SPECIAL NEEDS Check here if you have special meal needs or if you require special assistance to participate fully in the conference. Specify need:	CONFERENCE FEES Registration Policies Additional excursions are non-refundable. Conference registration cancellations received in writing by December 3, 2018 are eligible for a 50% refund on the ESPA Registration fee only. There are no refunds for cancellations received after this date; this includes cancellations that occur due to weather or other day-of air travel delays / cancellations as it is understood that ESPA has already included you in counts for F&B and other arrangements and is therefore is responsible for all costs related to attendance.	rsion	All fees are listed in US Dollars Organization Member for 3 people Organization Member for 4 people	Advanced Registration (Postmarked by 11/10/18) \$1,989 \$2,620	Regular (after 11/10/18) \$2,319 \$3,060
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CREDIT CARD#: EXP DATE: Check here if you have special meal needs or if you require special assistance to participate fully in the conference. Specify need:	CONFERENCE FEES Registration Policies Additional excursions are non-refundable. Conference registration cancellations received in writing by December 3, 2018 are eligible for a 50% refund on the ESPA Registration fee only. There are no refunds for cancellations received after this date; this includes cancellations that occur due to weather or other day-of air travel delays / cancellations as it is understood that ESPA has already included you in counts for F&B and other arrangements and is therefore is responsible for all costs related to attendance. By signing this form, you authorize ESPA to charge your credit card for the registration fees. If paying by check, please mail form and payment to: ESPA, 191 Clarksville Rd,	rsion	All fees are listed in US Dollars Organization Member for 3 people Organization Member for 4 people Organization Member for 5 people TOTAL DUE:	Advanced Registration (Postmarked by 11/10/18) \$1,989 \$2,620 \$3,225	Regular (after 11/10/18) \$2,319 \$3,060
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Specify need:	CONFERENCE FEES Registration Policies Additional excursions are non-refundable. Conference registration cancellations received in writing by December 3, 2018 are eligible for a 50% refund on the ESPA Registration fee only. There are no refunds for cancellations received after this date; this includes cancellations that occur due to weather or other day-of air travel delays / cancellations as it is understood that ESPA has already included you in counts for F&B and other arrangements and is therefore is responsible for all costs related to attendance. By signing this form, you authorize ESPA to charge your credit card for the registration fees. If paying by check, please mail form and payment to: ESPA, 191 Clarksville Rd, Princeton Jct, NJ 08550. Please check choice of payment. Payment is required for your registration to be processed.		All fees are listed in US Dollars Organization Member for 3 people Organization Member for 4 people Organization Member for 5 people TOTAL DUE: Include any additional fees in this tot	Advanced Registration (Postmarked by 11/10/18) \$1,989 \$2,620 \$3,225	Regular (after 11/10/18) \$2,319 \$3,060 \$3,775
CARDHOLDER NAME:	CONFERENCE FEES Registration Policies Additional excursions are non-refundable. Conference registration cancellations received in writing by December 3, 2018 are eligible for a 50% refund on the ESPA Registration fee only. There are no refunds for cancellations received after this date; this includes cancellations that occur due to weather or other day-of air travel delays / cancellations as it is understood that ESPA has already included you in counts for F&B and other arrangements and is therefore is responsible for all costs related to attendance. By signing this form, you authorize ESPA to charge your credit card for the registration fees. If paying by check, please mail form and payment to: ESPA, 191 Clarksville Rd, Princeton Jct, NJ 08550. Please check choice of payment. Payment is required for your registration to be processed. USA MasterCard Am. Express Discover Check		All fees are listed in US Dollars Organization Member for 3 people Organization Member for 4 people Organization Member for 5 people TOTAL DUE: Include any additional fees in this tot	Advanced Registration (Postmarked by 11/10/18) \$1,989 \$2,620 \$3,225 al	Regular (after 11/10/18) \$2,319 \$3,060 \$3,775
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SIGNATURE:	CONFERENCE FEES Registration Policies Additional excursions are non-refundable. Conference registration cancellations received in writing by December 3, 2018 are eligible for a 50% refund on the ESPA Registration fee only. There are no refunds for cancellations received after this date; this includes cancellations that occur due to weather or other day-of air travel delays / cancellations as it is understood that ESPA has already included you in counts for F&B and other arrangements and is therefore is responsible for all costs related to attendance. By signing this form, you authorize ESPA to charge your credit card for the registration fees. If paying by check, please mail form and payment to: ESPA, 191 Clarksville Rd, Princeton Jct, NJ 08550. Please check choice of payment. Payment is required for your registration to be processed. VISA MasterCard Am. Express Discover Check CREDIT CARD#: EXP DATE:	SPE	All fees are listed in US Dollars Organization Member for 3 people Organization Member for 4 people Organization Member for 5 people TOTAL DUE: Include any additional fees in this tot	Advanced Registration (Postmarked by 11/10/18) \$1,989 \$2,620 \$3,225 al	Regular (after 11/10/18) \$2,319 \$3,060 \$3,775
By signing, I agree to the cancellation policy above.	CONFERENCE FEES Registration Policies Additional excursions are non-refundable. Conference registration cancellations received in writing by December 3, 2018 are eligible for a 50% refund on the ESPA Registration fee only. There are no refunds for cancellations received after this date; this includes cancellations that occur due to weather or other day-of air travel delays / cancellations as it is understood that ESPA has already included you in counts for F&B and other arrangements and is therefore is responsible for all costs related to attendance. By signing this form, you authorize ESPA to charge your credit card for the registration fees. If paying by check, please mail form and payment to: ESPA, 191 Clarksville Rd, Princeton Jct, NJ 08550. Please check choice of payment. Payment is required for your registration to be processed. VISA MasterCard Am. Express Discover Check CREDIT CARD#: EXP DATE: CARDHOLDER NAME: CARDHOLDER NAME:	SPE	All fees are listed in US Dollars Organization Member for 3 people Organization Member for 4 people Organization Member for 5 people TOTAL DUE: Include any additional fees in this tot	Advanced Registration (Postmarked by 11/10/18) \$1,989 \$2,620 \$3,225 al	Regular (after 11/10/18) \$2,319 \$3,060 \$3,775