



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:**
- | | |
|---|---|
| <input type="checkbox"/> CVB with an Operating Budget up to \$5 Million | <input type="checkbox"/> CVB with an Operating Budget of \$5 to \$10 Million |
| <input type="checkbox"/> CVB with an Operating Budget of \$10 to \$15 Million | <input type="checkbox"/> CVB with an Operating Budget of more than \$15 Million |
| <input type="checkbox"/> Hotel | <input type="checkbox"/> Convention Center |
| <input type="checkbox"/> Other: _____ | <input type="checkbox"/> Planner <input type="checkbox"/> Industry Supplier |

FIRST ATTENDEE (PRIMARY CONTACT) 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 1st 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 you fall within?

Traditionalist (1922-1945) Baby Boomer (1946-1964) Gen X (1965-1980) Gen Y (1981-2000)

OPTIONAL – Friday, January 11, 2019 1:00-4:00PM Two Tours

Day with the Queen: A Custom Tour of Charlotte (Fee \$59) Historic Charlotte Homes Tour (Fee \$50)

Are you signing up for ESPA's Two-Day Leadership Track? Note: These sessions are being offered only for those at Associate Director level or higher. There will be an additional \$75 fee inclusive of the two-day Leadership Track

Yes No

Saturday, January 12, 2019 10:00-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)

Sports Services Training Camp Meeting Planner Roundtable (SESSION IS FULL)
 Capitalizing on Collaboration: Charlotte's RNC bid – a Case Study, Successes, Challenges

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 (SESSION IS FULL)

Sunday, January 13, 2019 10:30-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)

Moving Up! 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 11:45AM-12:45PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)

Are You a Partner and Trusted Resource? Creative Tools for Attendance Building Superpowers for Event Service

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?! (SESSION IS FULL)
 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

SECOND 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 1st 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 you fall within?**Traditionalist (1922-1945) Baby Boomer (1946-1964) Gen X (1965-1980) Gen Y (1981-2000) **OPTIONAL – Friday, January 11, 2019 1:00-4:00PM Two Tours**Day with the Queen: A Custom Tour of Charlotte (Fee \$59) Historic Charlotte Homes Tour (Fee \$50) **Are you signing up for ESPA's Two-Day Leadership Track?** Note: These sessions are being offered only for those at Associate Director level or higher. There will be an additional \$75 fee inclusive of the two-day Leadership TrackYes No **Saturday, January 12, 2019 10:00-11:30AM Three Concurrent Breakout Tracks** (Select 1 if not participating in Leadership Track)Sports Services Training Camp Meeting Planner Roundtable (SESSION IS FULL)Capitalizing on Collaboration: Charlotte's RNC bid – a Case Study, Successes, Challenges **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 (SESSION IS FULL)

Sunday, January 13, 2019 10:30-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)Moving Up! 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 11:45AM-12:45PM Three Concurrent Breakout Tracks** (Select 1 if not participating in Leadership Track)Are You a Partner and Trusted Resource? Creative Tools for Attendance Building Superpowers for Event Service **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?! (SESSION IS FULL)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 **THIRD 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 1st 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 you fall within?**Traditionalist (1922-1945) Baby Boomer (1946-1964) Gen X (1965-1980) Gen Y (1981-2000) **OPTIONAL – Friday, January 11, 2019 1:00-4:00PM Two Tours**Day with the Queen: A Custom Tour of Charlotte (Fee \$59) Historic Charlotte Homes Tour (Fee \$50) **Are you signing up for ESPA's Two-Day Leadership Track?** Note: These sessions are being offered only for those at Associate Director level or higher. There will be an additional \$75 fee inclusive of the two-day Leadership TrackYes No **Saturday, January 12, 2019 10:00-11:30AM Three Concurrent Breakout Tracks** (Select 1 if not participating in Leadership Track)Sports Services Training Camp Meeting Planner Roundtable (SESSION IS FULL)Capitalizing on Collaboration: Charlotte's RNC bid – a Case Study, Successes, Challenges

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 (SESSION IS FULL)

Sunday, January 13, 2019 10:30-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)
Moving Up! 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 11:45AM-12:45PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)
Are You a Partner and Trusted Resource? Creative Tools for Attendance Building Superpowers for Event Service

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?! (SESSION IS FULL)
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

FOURTH 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 1st 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 you fall within?

Traditionalist (1922-1945) Baby Boomer (1946-1964) Gen X (1965-1980) Gen Y (1981-2000)

OPTIONAL – Friday, January 11, 2019 1:00-4:00PM Two Tours

Day with the Queen: A Custom Tour of Charlotte (Fee \$59) Historic Charlotte Homes Tour (Fee \$50)

Are you signing up for ESPA's Two-Day Leadership Track? *Note: These sessions are being offered only for those at Associate Director level or higher. There will be an additional \$75 fee inclusive of the two-day Leadership Track*
Yes No

Saturday, January 12, 2019 10:00-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)
Sports Services Training Camp Meeting Planner Roundtable (SESSION IS FULL)
Capitalizing on Collaboration: Charlotte's RNC bid – a Case Study, Successes, Challenges

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 (SESSION IS FULL)

Sunday, January 13, 2019 10:30-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)
Moving Up! 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 11:45AM-12:45PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)
Are You a Partner and Trusted Resource? Creative Tools for Attendance Building Superpowers for Event Service

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?! (SESSION IS FULL)
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

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 1st 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 you fall within?

Traditionalist (1922-1945) Baby Boomer (1946-1964) Gen X (1965-1980) Gen Y (1981-2000)

OPTIONAL – Friday, January 11, 2019 1:00-4:00PM Two Tours

Day with the Queen: A Custom Tour of Charlotte (Fee \$59) Historic Charlotte Homes Tour (Fee \$50)

Are you signing up for ESPA's Two-Day Leadership Track? *Note: These sessions are being offered only for those at Associate Director level or higher. There will be an additional \$75 fee inclusive of the two-day Leadership Track*

Yes No

Saturday, January 12, 2019 10:00-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)

Sports Services Training Camp Meeting Planner Roundtable (SESSION IS FULL)
Capitalizing on Collaboration: Charlotte's RNC bid – a Case Study, Successes, Challenges

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 (SESSION IS FULL)

Sunday, January 13, 2019 10:30-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)

Moving Up! 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 11:45AM-12:45PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)

Are You a Partner and Trusted Resource? Creative Tools for Attendance Building Superpowers for Event Service

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?! (SESSION IS FULL)
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****

CONFERENCE FEES				
<p>Registration Policies</p> <p>Additional excursions are non-refundable.</p> <p>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.</p> <p>By signing this form, you authorize ESPA to charge your credit card for the registration fees.</p> <p>If paying by check, please mail form and payment to: ESPA, 191 Clarksville Rd, Princeton Jct, NJ 08550.</p> <p>Please check choice of payment. Payment is required for your registration to be processed.</p> <p><input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> Am. Express <input type="checkbox"/> Discover <input type="checkbox"/> Check</p> <p>CREDIT CARD#: _____</p> <p>EXP DATE: _____</p> <p>CARDHOLDER NAME: _____</p> <p>SIGNATURE: _____</p> <p>By signing, I agree to the cancellation policy above.</p>		<p><u>All fees are listed in US Dollars</u></p>	<p>Advanced Registration (Postmarked by 11/10/18)</p>	<p>Regular (after 11/10/18)</p>
<input type="checkbox"/>	Organization Member for 3 people	\$1,989	\$2,319	
<input type="checkbox"/>	Organization Member for 4 people	\$2,620	\$3,060	
<input type="checkbox"/>	Organization Member for 5 people	\$3,225	\$3,775	
<p>TOTAL DUE: Include any additional fees in this total _____</p>				
SPECIAL MEAL REQUEST AND/OR SPECIAL NEEDS				
<p> Check here if you have special meal needs or if you require special assistance to participate fully in the conference.</p> <p>Specify need: _____</p>				
<p>Please return this form to ESPA Headquarters either by: Email: info@espaonline.org Fax: 609-799-7032 Mail: 191 Clarksville Road Princeton Junction, NJ 08550</p>				