



2020 ESPA Annual Conference
Organization / Corporate Group Registration Form
January 10-12, 2020 · Denver, CO
Advanced Registration Cutoff Date: November 8, 2019

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 Million
[] CVB with an Operating Budget of \$5 to \$10 Million
[] CVB with an Operating Budget of \$10 to \$15 Million
[] CVB with an Operating Budget of more than \$15 Million
[] Hotel
[] Convention Center
[] Planner
[] Industry Supplier
[] Other: _____

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?
Baby Boomer (1946-1964) [] Gen X (1965-1980) [] Millennial (1981-2000) []

ESPA takes photos and videos throughout the meeting which may be used in print materials, on the ESPA website or on other venues to promote ESPA and/or ESPA meetings.
I agree to use of photos I'm pictured in for this purpose: Yes [] No []

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 \$69 fee inclusive of the two-day Leadership Track
Yes [] No []

Saturday, January 11, 2020 10:15-11:00AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)
Meeting Planner Q&A Roundtables [] It's a Small World Afterall - Working with International Planners []
Everyone is Welcome: Making your Destination Accessible & Inclusive []

Saturday, January 11, 2020 11:15AM-12:00PM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)
A Better Way to Great [] Human Trafficking [] Planning Sports Events through the Eyes of the Team []

Saturday, January 11, 2020 11:15AM-12:00PM Six Mobile Workshops (Select 1 - Space is limited for each workshop)
Collaborative Partnerships and Sustainability at the Colorado Convention Center [] CBD in the Hospitality Industry []
Collaborating for an Active and Safe Downtown Environment [] Go the Extra Mile []
MSU School of Hospitality & Beer 101 [] Denver Makers: Working with Partners to Tell a Story []

Sunday, January 13, 2019 10:30-11:30AM Three Concurrent Breakout Tracks (Select 1 if not participating in Leadership Track)
Meeting Ethics: Back to the Basics [] Color Outside the Lines []
Planner Communications: BE PEOPLE SMART and Watch Client Relationships Soar []

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?

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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

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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:**

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Yes No

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Meeting Planner Q&A Roundtables It's a Small World Afterall – Working with International Planners

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Planner Communications: BE PEOPLE SMART and Watch Client Relationships Soar

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:**

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Yes No

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CONFERENCE FEES					
<p>Registration Policies Additional excursions are non-refundable.</p> <p>Conference registration cancellations received in writing by December 6, 2019 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>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"/> Open an order for me in the My ESPA Portal to pay online</p> <p><input type="checkbox"/> Check</p> <p>SIGNATURE: _____ By signing, I agree to the cancellation policy above.</p>		<u>All fees are listed in US Dollars</u>	Advanced Registration (Postmarked by 11/8/2019)	Regular (after 11/8/2019)	
	<input type="checkbox"/>	Organization Member for 3 people	\$2,025	\$2,355	
	<input type="checkbox"/>	Organization Member for 4 people	\$2,660	\$3,100	
	<input type="checkbox"/>	Organization Member for 5 people	\$3,275	\$3,825	
	TOTAL DUE: Include any additional fees in this total			_____	
<p>SPECIAL MEAL REQUEST AND/OR SPECIAL NEEDS</p> <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>					