

# FALL 2022 CONFERENCE & TRAINING REGISTRATION FORM

October 14-17, 2022

Westin DC City Center, Washington, D.C.

Please complete one registration form per attendee.

ATTENDEE INFORMATION		
Name		Preferred Name for Badge
State Agency Name / Organization Name		Job Title
Mailing Address (Street Address, City, State, Zip)		
Email Address		Phone #
1 <sup>st</sup> Conference? <input type="checkbox"/> Yes <input type="checkbox"/> No	Attendance Certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No	Attending Friday Training? <input type="checkbox"/> Yes <input type="checkbox"/> No
Please list any food allergies or special accommodations needed.		
REGISTRATION FEES		
<u>Submitted Before 9/16/22</u>	<u>Submitted After 9/15/22</u>	<u>Daily Rates</u>
<input type="checkbox"/> Pre-Conference Training \$150	<input type="checkbox"/> Pre-Conference Training \$150	<input type="checkbox"/> Pre-Conference Training \$150
<input type="checkbox"/> Complimentary (Preapproved)	<input type="checkbox"/> Complimentary (Preapproved)	<input type="checkbox"/> Complimentary (Preapproved)
<input type="checkbox"/> Member \$550	<input type="checkbox"/> Member \$650	<input type="checkbox"/> Friday \$300
<input type="checkbox"/> Non-Member \$575	<input type="checkbox"/> Non-Member \$675	<input type="checkbox"/> Saturday, <input type="checkbox"/> Sunday, or <input type="checkbox"/> Monday \$375
PAYMENT METHOD & DETAILS		
<input type="checkbox"/> Check Enclosed <input type="checkbox"/> Check Being Mailed <input type="checkbox"/> EFT <input type="checkbox"/> On-Site <input type="checkbox"/> *Credit Card (CC) <input type="checkbox"/> Invoiced Via Square (CC)		
<input type="checkbox"/> Complimentary Registration – No Payment Required (Prior Approval Needed)		
* Name on Card:	*Card Billing Zip Code	*Total Amount Authorized
* Card Number	*Expiration Date	*CVV

**Cancellation Policy:** When requested in writing, a refund of the registration fee will be made up to Friday, September 16, 2022. Refunds requested after this date will only be approved in strict accordance with the AARO Cancellation/Refund policy.

**Room Reservations:** Reservations may be made by calling the Westin Washington DC City Center at 800-937-8461 and referencing AARO block or online [here](#). Hotel rate is \$290 to \$330 per night, plus 14.95% tax. (Blocked rooms are available until 9/22/2022).

**COVID-19:** By attending the conference, you agree to abide by the rules in place at the hotel, Washington D.C. and you release AARO from any and all liability for unintentional exposure or harm due to COVID-19. Current guidance, policies, and requirements can be found [here](#).