

**PRE REGISTRATION FORM**

By filling out this form, you are giving ASEEES permission to use the information provided for the purposes of Convention registration, and to update your profile in the ASEEES database. We may use this information to contact you regarding future ASEEES programs.

Please ensure that print is clear and legible when completing the form by hand.

Name: \_\_\_\_\_

Institution/Affiliation: \_\_\_\_\_

Primary e-mail address: \_\_\_\_\_  
 Home  Office

Preferred postal address: \_\_\_\_\_  
 Home  Office

ASEEES plans to offer recognition of first-time attendees, and will provide a mobile-phone app for the program.  
 2019 will be my first ASEEES Convention: \_\_\_\_\_ I will use the app, and do NOT want a printed program: \_\_\_\_\_

**PRE-REGISTRATION DEADLINES and FEES**

The convention program's Index of Participants closes September 30th.

If we have not **received** your registration payment by this date, your panel will appear in the program, but your name will not appear in the index. Although your name won't appear in the index, you can continue to register after September 30th, up until **pre-registration closes on October 21**. After that date, you must register on site.

**All persons attending the convention must register and pay the applicable fee.**  
**All speakers, roundtable participants, and discussants must be members unless eligible to register as a non-member.**  
 See [www.aseees.org/convention/rules](http://www.aseees.org/convention/rules) for details.

	Fees for registering by <b>August 19</b>	Fees for registering by <b>October 21</b>	
ASEEES Members.....	\$143.....	\$163	\$ _____
ASEEES Member, retiree.....	\$81.....	\$91	\$ _____
ASEEES Member, income under \$30K.....	\$56.....	\$61	\$ _____
ASEEES Member, student.....	\$46.....	\$51	\$ _____
Non-Member.....	\$197.....	\$217	\$ _____
Non-member, income under \$30K.....	\$77.....	\$82	\$ _____
Non-member, student.....	\$62.....	\$67	\$ _____

All registrants are invited to the opening reception on Sat, Nov 23 and a closing party on Mon, Nov 25 (both with a cash bar). SUBTOTAL: \_\_\_\_\_ \$

2019 Membership Dues (see [aseees.org/membership/individual](http://aseees.org/membership/individual) to confirm current dues rates) \$ \_\_\_\_\_

TOTAL: \$ \_\_\_\_\_

We accept most international credit and debit cards, including VISA, MasterCard, Discover, and American Express. Please include the [card security code](#) as well. Checks and money orders are also accepted; please make payable in US dollars to **ASEEES** and send to address below.

\_\_\_\_\_  
 Credit Card Number CSC Expiration Date

Cardholder name: \_\_\_\_\_ Signature: \_\_\_\_\_

Billing Address: \_\_\_\_\_

PLEASE RETURN TO: **ASEEES, 203C BELLEFIELD HALL, PITTSBURGH, PA 15260-6424** • FAX: +1-412-648-9815 • EMAIL: [ASEEES@PITT.EDU](mailto:ASEEES@PITT.EDU)

Refund policy: see <http://www.aseees.org/convention/refund-policy>