



# CAPITOL FORUM | 2016

DEC. 6-9 | WASHINGTON D.C.



Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Business Phone: \_\_\_\_\_ Business Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Emergency Contact  
 (Name/Telephone): \_\_\_\_\_

**Mail or Fax form by Nov. 14, 2016 and save!**

NCSL Registration/Accounting  
 7700 East First Place | Denver, CO 80230  
 Fax: (303) 364-7811

**Please note:**  
 Confirmations and badges will not be mailed prior to the meeting. All badges are to be picked up onsite at registration

Registration Fee (Check one only)	Early Bird Fee (Through Nov. 14)	Regular Fee (After Nov. 14)	Daily Fee
<input type="checkbox"/> Legislator			
<input type="checkbox"/> Legislative Staff	\$400	\$500	\$300
<input type="checkbox"/> Government, University	\$645	\$750	\$470
<input type="checkbox"/> Charitable Associations - 501(c) 3	\$645	\$750	\$470
<input type="checkbox"/> NCSL Foundation Sponsor	\$620	\$725	\$450
<input type="checkbox"/> Unions, Trade Associations	\$710	\$850	\$530
<input type="checkbox"/> Business, All Others	\$710	\$850	\$530
<input type="checkbox"/> Guest (defined as a member of your immediate family or spouse/partner) Guest Name: _____	\$85	\$85	

If you are **NOT** attending the full conference, which day will you attend? (Note: daily fee applies):

- Tuesday  Wednesday  Thursday  Friday

**Questions:**

- Check here if you are a first-time attendee  
 Check here if you interested in NCSL Young & New Professionals

For special requests re: meals or accommodations, please contact Megan Martin at 303-856-1496 or [megan.martin@ncsl.org](mailto:megan.martin@ncsl.org)

**Meeting Registration Payment**  Pay onsite  Check Enclosed # \_\_\_\_\_

Bill the State Legislature P.O. # \_\_\_\_\_ Agency Name \_\_\_\_\_

Please Charge My Card:  AMEX  MasterCard  Visa  Discover

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ CVV code \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Signature: \_\_\_\_\_

**All cancellations must be in writing and can be emailed to [registration@ncsl.org](mailto:registration@ncsl.org) or faxed to (303) 364-7811.** Registration fee minus the \$100 cancellation fee, will be refunded if received in writing by midnight on Nov. 22. **Cancellations received after Nov. 22nd as well as no-shows will be charged full registration.** NCSL members will be refunded the registration fee minus the \$50 cancellation fee, if received in writing by midnight on Dec. 5. **Substitutions:** A \$25 fee, plus any difference in registration rates, will be charged for all substitutions received by midnight on Nov. 22. **Guest Registration** is to accommodate spouses and immediate family members. Spouse/guest designation will be clearly visible on name badge and not permitted to attend sessions. Guest registration fees will be refunded if cancellation is received by midnight on Dec. 5.