



NCSL CAPITOL FORUM

DECEMBER 10 - 12, 2019 | PHOENIX, ARIZONA

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

**Mail or Fax form by Nov. 19, 2019
and save!**

NCSL Registration/Accounting
 7700 East First Place | Denver, CO 80230
 Fax: (303) 856-2554

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. 19)	Regular Fee (After Nov. 19)	Daily Fee
<input type="checkbox"/> Legislator <input type="checkbox"/> Legislative Staff	\$400	\$500	\$300
<input type="checkbox"/> NCSL Foundation Sponsor	\$620	\$725	\$450
<input type="checkbox"/> Attendee (Business, Government, University, Charitable, Unions Trade Associations, 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):

Wednesday **Thursday**

Questions:

Check here if you are a first-time attendee

For special requests re: meals or accommodations, please contact Jackie Zimmermann at 303-856-1417 or jackie.zimmermann@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: _____ Billing Zip Code _____

All cancellations must be in writing and can be emailed to registration@ncsl.org or faxed to (303) 856-2554. Registration fee minus the \$100 cancellation fee, will be refunded if received in writing by midnight on Nov. 19. **Cancellations received after Nov. 19 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. 10.

Substitutions: A \$25 fee, plus any difference in registration rates, will be charged for all substitutions received by midnight on Nov. 19.

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. 10.