

2021 Legislative Summit November 3-5 —Tampa Tampa Convention Center

Individual/Guest Registration Form

(International attendees—please use designated form)

Online registration available at www.ncsl.org/Summit2021

Step 1: Main Registrant Information

First Name MI Last Name

Badge Name (First or Nickname) Job Title

Company Name

Mailing Address Home Office Statehouse

City State Zip

Telephone

Confirmation Email Address (Required)

Guest Information (if applicable):

Guest Name Age (if youth)

Guest Name Age (if youth)

Step 2: Registration Categories & Fees

| Please check all that apply. | Early Bird (by Aug. 31) | After Aug. 31 | One Day Only* |
|--|----------------------------------|----------------------------------|--------------------------------|
| <input type="checkbox"/> State Legislator <input type="checkbox"/> State Legislative Staff | <input type="checkbox"/> \$650 | <input type="checkbox"/> \$750 | <input type="checkbox"/> \$500 |
| Attendee (Business, Govt, University, Charitable and All Others) | <input type="checkbox"/> \$1,200 | <input type="checkbox"/> \$1,375 | <input type="checkbox"/> \$900 |
| NCSL Foundation Sponsor | <input type="checkbox"/> \$950 | <input type="checkbox"/> \$1,150 | <input type="checkbox"/> \$675 |
| Guest: Adult Guest (18+) | <input type="checkbox"/> \$200 | <input type="checkbox"/> \$200 | N/A |
| Youth Guest (5-17) | <input type="checkbox"/> \$75 | <input type="checkbox"/> \$75 | |
| CLE (must be paid with registration) (must be paid with full conference registration) Many of the sessions are designed to qualify for CLE credit in those states that have mandatory CLE. NCSL did not apply for CLE accreditation in any state but Florida. Self-application materials will be made available. There is a \$99 administration fee for this service. | | | <input type="checkbox"/> \$99 |

***For One Day Only registration, check day:**

Weds Thurs Fri

Step 3: Housing

Book your hotel reservation at www.ncsl.org/Summit2021.

Your registration order number is required to reserve your hotel at the special NCSL rate. Once your paper registration form is manually processed you will receive a confirmation email with a unique link to book your housing. It may take 5-7 business days for your form to be processed.

Step 4: Registration Questions

Please provide an Emergency Contact; Name & Phone Number.

Is this your first NCSL Summit? ___ Yes ___ No

Please list any dietary restrictions or special accommodations needed (audio, mobile visual) _____

Connect on Social Media



Step 5: Payment Method for Main Registrant

Bill State Legislature (if applicable) P.O. # _____

Agency _____ Amt \$ _____

Check Number: _____

Please contact the NCSL Accounting team to make arrangements for credit card payment, ar@ncsl.org.

Terms & Conditions

Guest registration is meant to accommodate spouses and immediate family members. Attendees from the same organization must register independently. No exceptions will be made. Spouse/guest designation will be clearly visible on name badge and those guests are not permitted to attend sessions. Guest registrations fees will be refunded in full if cancellation is received by midnight on Friday, October 8, 2021.

Registration substitution policy: A \$25 fee, plus any difference in registration rates, will be charged for all substitutions received by midnight on Friday, October 8, 2021. After October 8, substitutions are prohibited. To make a substitution: (a) submit a written notice of cancellation requesting payment transfer and (b) submit a new registration form.

Registration Cancellation & Refund Policy: All cancellations must be in writing and can be emailed to registration@ncsl.org or faxed to 303-856-2554.

Cancellation policy for NCSL members (state legislators, state legislative staff and NCSL international affiliates only): A \$50 fee will be charged for cancellations. Full conference registration fee, minus the cancellation fee, will be refunded if received in writing by midnight on Friday, Oct. 8, 2021.

Cancellation policy for all others (includes international legislators and international legislative staff who are not NCSL dues-paying affiliates): A \$100 fee will be charged for cancellations. Full conference registration fee, minus the cancellation fee, will be refunded if received in writing by midnight on Friday, October 8, 2021. PLEASE NOTE: Cancellations received after October 8, as well as those who do not show up for the meeting, will be charged full registration.

Registration Information

Email: registration@ncsl.org Information: 303-856-1539

Mail Registration: 7700 East First Place, Denver, CO 80230

Fax Registration: 303-856-2554

**Please pick up badges onsite.*