



## REGISTRATION FORM

Please fill and return form via email ([meetings@acec.org](mailto:meetings@acec.org)) or secure fax (202-842-2436)

Name \_\_\_\_\_ First Name for Badge \_\_\_\_\_

Title \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Check here to opt out of sponsor emails

### STEP 1: DETERMINE YOUR REGISTRATION TYPE

Convention Fee	Early Bird	After 4/21	Amount
Full Registrant - ACEC Member	\$1,195	\$1,295	\$ _____
Additional Member, same firm	\$1095	\$1,195	\$ _____
First Time Attendee - ACEC Member	\$995	\$1,095	\$ _____
Full Registrant - Non-member	\$1,495	\$1,595	\$ _____
Legal Counsel Forum Only*	\$475	\$575	\$ _____

\* Name of ACEC Firm You Represent: \_\_\_\_\_

*\*Legal Counsel Forum registration is open to legal counsel who are members of the Forum only. Professional liability insurance representatives may attend on Wednesday, May 25, if invited by Forum Chair.*

*\* Attendance at Forums is complimentary with purchase of full conference registration. Meals are included on day of forum. Individual may purchase additional tickets on day of forum. To purchase tickets on separate day, individuals must register as a daily registrant.*

Daily Fee	Member/Non-Member Early Bird	Member/Non-Member After 4/21	Amount
Sunday	\$465/\$665	\$565/\$765	\$ _____
Monday	\$465/\$665	\$565/\$765	\$ _____
Tuesday	\$465/\$665	\$565/\$765	\$ _____

*\* Daily registration fees include tickets to meal functions on day of registration.*

Guest Registration	Fee	Amount
Guest	\$195	\$ _____

Guest Name \_\_\_\_\_ First Name for Badge \_\_\_\_\_

Guest Email \_\_\_\_\_

*\* A separate email for guests is needed in order to receive a guest registration receipt. Guest registration includes **Sunday Welcome Reception/Dinner, Monday Reception, and access to the Guest Hospitality Lounge on Monday and Tuesday mornings.** If guests wish to attend concurrent sessions, they must register as an attendee. Any optional activity tickets must be purchased separately.*



## STEP 2: CUSTOMIZE YOUR EXPERIENCE

Additional Tickets	Cost	Qty.	Amount
<b>Sunday, May 22</b>			
Welcome Reception and Dinner	\$200	_____	\$ _____
<b>Monday, May 23</b>			
Keynote Luncheon	\$70	_____	\$ _____
Monday Reception	\$50	_____	\$ _____
<b>Tuesday, May 24</b>			
Exhibit Hall Lunch	\$65	_____	\$ _____

\* All event tickets above are included in the full convention registration. Individuals must be registered for full registration or for that day's daily registration in order to purchase additional tickets.

**TOTAL PAYMENT ENCLOSED** \$ \_\_\_\_\_

**PAYMENT INFORMATION** – Registration must be accompanied with payment. Confirmation information will be emailed to each registrant.

Check
  American Express
  Visa
  MasterCard

Credit Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_

Name of Cardholder \_\_\_\_\_

Authorized Signature \_\_\_\_\_

**If you require special assistance to fully attend, such as a wheelchair accessible room, please attach a written description of your needs.**

Approximately 71 percent of the registration fee for this meeting is allocable to meals and/or entertainment. In accordance with IRS requirements, 50 percent of such allocations may be tax-deductible as a business expense. The remainder of the registration fee (29 percent) also may be deductible as a business expense. Spouse/guest fees for the conference are non-deductible. This information is provided for informational purposes only and is not intended as tax advice. ACEC expressly disclaims any and all liability in connection with reliance upon this information. Please consult a tax professional for advice on the deductibility of your expenses. Registration will be refunded, less \$150 administrative fee, if cancellation notice is received on or before April 21, 2022. After this date, refunds cannot be granted due to contractual obligations and guarantees; however, substitutions are welcome. All requests must be received in writing.