

# NACA INSTITUTE REGISTRATION FORM

To register for any of the 2009 NACA institutes, please complete this form and return it to:

**NACA • 13 Harbison Way • Columbia SC 29212-3401, or fax it to 803-749-1047. Register online at [www.naca.org](http://www.naca.org)!**

Please use a separate form for each institute for which you wish to register delegates. This form may be photocopied.

## NACA HUGE LEADERSHIP WEEKEND

May 28–31 | John Newcombe Tennis Ranch in San Antonio (TX)

Early Registration (before April 23).....\$298  
Regular Registration (after April 23) .....\$343

## NACA PROGRAMMING BASICS INSTITUTE

June 4–7 | University of South Florida

Early Registration (before April 30)  
NACA members.....\$450  
Non-members.....\$565  
Regular Registration (after April 30)  
NACA members.....\$520  
Non-members.....\$645

## NACA CONCERT MANAGEMENT INSTITUTE

June 25–28 | University of Wisconsin-Milwaukee

Early Registration (before May 21)  
NACA members.....\$450  
Non-members.....\$565  
Regular Registration (after May 21)  
NACA members.....\$520  
Non-members.....\$645

## NATIONAL LEADERSHIP SYMPOSIUM

July 9–12, 2009 | University of Richmond

Early Registration (before June 4) .....\$495  
Regular Registration (after June 4).....\$525

## NACA STUDENT GOVERNMENT INSTITUTES

WEST | July 9–12 | University of Washington-Seattle

Early Registration (before June 4)  
NACA members.....\$450  
Non-members.....\$565  
Regular Registration (after June 4)  
NACA members.....\$520  
Non-members.....\$645

EAST | July 16–19 | George Washington University (DC)

Early Registration (before June 11)  
NACA members.....\$450  
Non-members.....\$565  
Regular Registration (after June 11)  
NACA members.....\$520  
Non-members.....\$645

## RISK MANAGEMENT INSTITUTE

July 20–22 | International House in New Orleans (LA)

Early Registration (before June 15)  
NACA members.....\$450  
Non-members.....\$565  
Regular Registration (after June 15)  
NACA members.....\$520  
Non-members.....\$645

### Refund Policy for All NACA Institutes:

Refunds for registration will be made only for requests received in writing at the NACA Office prior to the early registration deadline for the respective event. No refunds will be given for registrations after the stated early registration deadline. However, participant substitutions may be allowed if the request is submitted no later than 3 weeks prior to the start of the institute. A \$100 administrative fee will be charged for each cancellation.

My school is a:  NACA Member  Non-member

School: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

School Contact Person: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Note: Unless otherwise noted on registration form, registration confirmation will be e-mailed to the school contact person listed above.

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Summer telephone: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Please list any Food Allergies: \_\_\_\_\_

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Summer telephone: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Please list any Food Allergies: \_\_\_\_\_

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Summer telephone: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Please list any Food Allergies: \_\_\_\_\_

| DELEGATE TYPE   | GENDER  | FEE PER DELEGATE |
|---|---|------------------|
| <input type="checkbox"/> Staff <input type="checkbox"/> Undergraduate <input type="checkbox"/> Grad Student<br><input type="checkbox"/> Vegetarian<br><input type="checkbox"/> Special Accommodations<br><small>(NACA Office staff will contact you. Accommodations will not be honored unless requested on this form.)</small> | <input type="checkbox"/> M <input type="checkbox"/> F | \$ _____         |
| <input type="checkbox"/> Staff <input type="checkbox"/> Undergraduate <input type="checkbox"/> Grad Student<br><input type="checkbox"/> Vegetarian<br><input type="checkbox"/> Special Accommodations<br><small>(NACA Office staff will contact you. Accommodations will not be honored unless requested on this form.)</small> | <input type="checkbox"/> M <input type="checkbox"/> F | \$ _____         |
| <input type="checkbox"/> Staff <input type="checkbox"/> Undergraduate <input type="checkbox"/> Grad Student<br><input type="checkbox"/> Vegetarian<br><input type="checkbox"/> Special Accommodations<br><small>(NACA Office staff will contact you. Accommodations will not be honored unless requested on this form.)</small> | <input type="checkbox"/> M <input type="checkbox"/> F | \$ _____         |
| <b>TOTAL AMOUNT DUE</b>   |   | \$ _____         |

A check in the amount of \$ \_\_\_\_\_ is enclosed.  Purchase order # \_\_\_\_\_ is enclosed.

If your school requires Electronic Fund Transfer (EFT), please contact the NACA accounting department at 803-732-6222.

Please charge my credit card:  VISA  MasterCard  American Express

Credit Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_

Name on Card \_\_\_\_\_ Signature \_\_\_\_\_

The undersigned agrees and promises to indemnify and hold harmless NACA for and against any and all claims, losses, damages, and costs of any nature whatsoever arising out of use by the undersigned of the lodging space described above. This indemnity and hold harmless applies to all claims, losses, damages or costs resulting from acts or omissions of the undersigned, as well as from acts or omissions of NACA, including, specifically, any act of negligence on the part of NACA. This indemnity and hold harmless shall also cover all reasonable attorneys' fees and costs incurred by NACA to prosecute or defend any claim covered by this agreement. The undersigned agrees to submit himself/herself to personal jurisdiction in the State of South Carolina for any action arising under this agreement, further agrees that venue in Richland County, South Carolina, is proper in connection with any such action, and further agrees that this indemnity and hold harmless shall be interpreted and construed under the law of the State of South Carolina.

Signature (required) \_\_\_\_\_ Date \_\_\_\_\_