



2019 ENGINEERING RESEARCH COUNCIL (ERC) ANNUAL CONFERENCE

The Westin Gateway Hotel, Arlington, VA | March 11 - 13, 2019

Mail this form to:

MAIL: ASEE/ERC 2019, ASEE-A, P.O. Box 222822, Chantilly, VA 20153-2822

Please Print Clearly:

Member ID Number: _____ (Member ID # can be found on your membership card, *Prism* label, or renewal notice.)

Last Name: _____ First Name: _____ MI: _____
 (First and last names will appear on badge.)

Institution/Affiliation Name: _____

Title: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Country: _____ Phone: _____ Fax: _____

E-mail: _____ E-mail address must be completed to receive confirmation.

Registered Guest/Spouse Name: _____

Check here if you need assistance because of a disability. Check here if you require vegetarian meals.

Check if you have any known food allergies _____

Is this your first conference? Yes No If no, how many have you attended? _____

Registration Rates:

Rate Type	Early by 2/15	Regular after 2/15	Quantity	Amount
ASEE Member	\$425	\$475	_____	_____
ASEE Nonmember	\$450	\$500	_____	_____
Guest/Spouse	\$75	\$75	_____	_____
			Registration Total:	\$ _____

Will You Attend? (Included with registration fees)	
Monday: Reception	Yes <input type="checkbox"/> No <input type="checkbox"/>
Tuesday: Lunch	Yes <input type="checkbox"/> No <input type="checkbox"/>
Tuesday: Banquet	Yes <input type="checkbox"/> No <input type="checkbox"/>

Method of Payment:

Credit Card: Visa MasterCard AMEX

Charge Amount: \$ _____

Name on Card: _____

Number: _____ Exp. Date: _____

CVV*: _____ Cardholder's Signature: _____

Money Order: # _____

Check: # _____

A check drawn on U.S. Bank will be accepted

***CVV: (4 digit number on front of AMEX, 3 digit number on back of Visa, MasterCard)**

All funds must be received by ASEE Headquarters by Friday, February 15, 2019 at 5:00 p.m. EST. Checks and money orders must be postmarked by Monday, February 4, 2019 at 5:00 p.m. EST. Registrations payments that are not processed and applied by Friday, February 15, 2019 at 5:00 p.m. EST will be cancelled.

Cancellation Policy:

A refund (less a \$50 processing fee) will be given for cancellations received in writing on or before February 15, 2019. Please send requests to the ASEE Registrar via email (registrar@asee.org), fax (202) 265-8504, or mail (ASEE/ERC 2019, 1818 N Street NW, Suite 600, Washington, DC 20036). No cancellations will be accepted for refunds after February 15, 2019. Refunds cannot be made for no shows. **There are no exceptions to this policy. If you have any questions, please contact ASEE Registrar, at (202) 331-3500 or registrar@asee.org.**