



2018 ENGINEERING TECHNOLOGY LEADERSHIP INSTITUTE (ETLI)

Hyatt Regency Crystal City, Crystal City, VA | October 11 - 13, 2018

Fax or mail this form to:

FAX: (202) 265-8504, **ATTN:** Registrar **OR MAIL:** ASEE/ETLI 2018 | 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.

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 9/10	Onsite after 9/10	Quantity	Amount
Regular	\$500	\$550	_____	_____
Retiree	\$275	\$275	_____	_____
Guest Reception Ticket	\$75	\$75	_____	_____
			Registration Total:	\$ _____

Cancellation Policy:

A refund (less a \$50 processing fee) will be given for cancellations received in writing on or before September 28, 2018. Please send requests to the ASEE Registrar via email (registrar@asee.org), fax (202) 265-8504, or mail (ASEE/ETLI 2018, 1818 N Street NW, Suite 600, Washington, DC 20036). No cancellations will be accepted for refunds after September 28, 2018. 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) 331-3534 or registrar@asee.org.

Method of Payment:

Credit Card: Visa MasterCard AMEX

Charge Amount: \$ _____

Name on Card: _____

Number: _____ Exp. Date: _____

CVV*: _____ Cardholder's Signature: _____

Money/Purchase Order: # _____

Copy of purchase order must be submitted with form

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, September 28, 2018 at 5:00 p.m. EST. Checks, purchase orders, and money orders must be postmarked by Monday, September 24, 2018 at 5:00 p.m. EST. Registrations payments that are not processed and applied by Friday, September 28, 2018 at 5:00 p.m. EST will be cancelled.