



2019 ENGINEERING TECHNOLOGY LEADERSHIP INSTITUTE (ETLI)

The Alexandrian Hotel, 480 King Street, Alexandria, VA 22314 | October 10 - 11, 2019

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 ETLI conference? Yes No If no, how many have you attended? _____

Registration Rates:

Rate Type	Early by 9/9	Onsite after 9/9	Quantity	Amount
Regular	\$500	\$550	_____	_____
Retiree / Life Member	\$275	\$275	_____	_____
Guest Dinner Ticket	\$75	\$75	_____	_____
Registration Total:				\$ _____

Note:

Do you plan to participate in meetings with staff from congressional and senate offices on Thursday? Times are subject to change, but the meetings are typically held between 10:30 AM and 5:00 PM after a morning prep session at the hotel. Participants who select "yes" will be put into groups with other participants from their state or nearby states, and ASEE's federal relations partners Lewis-Burke Associates LLC will schedule meetings for each group. **Meetings will only be scheduled for respondents who select "yes."**

**Will You Attend?
(Included with registration fees)**

Thursday visits to Capitol Hill **Yes** **No**

If "yes," what state are you from? _____

Thursday Dinner **Yes** **No**

Friday Breakfast **Yes** **No**

Friday Lunch **Yes** **No**

Friday Banquet **Yes** **No**

Saturday ETLI Planning Meeting **Yes** **No**

Cancellation Policy:

A refund (less a \$50 processing fee) will be given for cancellations received in writing on or before September 27, 2019. Please send requests to the ASEE Registrar via email (registrar@asee.org) or mail (ASEE/ETLI 2019, 1818 N Street NW, Suite 600, Washington, DC 20036). No cancellations will be accepted for refunds after September 27, 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) 331-3534 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 27, 2019 at 5:00 p.m. Checks, purchase orders, and money orders must be postmarked by Monday, September 23, 2019 at 5:00 p.m. EST. Registrations payments that are not processed and applied by Friday, September 27, 2019 at 5:00 p.m. EST will be cancelled.