



**INTERNATIONAL ASSOCIATION of ASSESSING OFFICERS**  
**89<sup>th</sup> ANNUAL INTERNATIONAL CONFERENCE ON**  
**ASSESSMENT ADMINISTRATION**  
**Aug. 27 - 30, 2023 – Salt Lake City, Utah**

**REGISTRATION**

First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_

Preferred Name for Badge \_\_\_\_\_

Employer \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Phone \_\_\_\_\_ Mobile \_\_\_\_\_ E-mail \_\_\_\_\_

**EMERGENCY CONTACT**

Name \_\_\_\_\_ Phone \_\_\_\_\_

**SPECIAL NEEDS – Please check at least one box below.**

If you have any special needs, please indicate in the space provided below:

- Dietary - Please list (e.g. vegan/vegetarian, allergies) \_\_\_\_\_
- Physical - Please list any accommodations needed. \_\_\_\_\_
- I do NOT have any special needs.

E-mail a description of your needs by **Aug. 7** to Rachel Mense at [mense@iaao.org](mailto:mense@iaao.org). After **Aug. 7**, we cannot guarantee we can accommodate your request.

REGISTRATION TYPE	EARLY BIRD RATE Through July 15	GENERAL REGISTRATION July 16–Aug. 12	ON-SITE RATE Begins Aug 13	AMOUNT DUE
<b>In-Person Full Registration – Member</b> IAAO Member # _____	\$795	\$980	\$1,145	
<b>In-Person Full Registration - Non-Member</b> <i>Include 2023 IAAO Membership at no charge!</i>	\$1,000	\$1,250	\$1,400	
<b>Guest Registration</b> (name) _____	\$380	\$380	\$380	
<b>One-Day Registration – IAAO Member</b> <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday	\$440	\$490	\$545	
<b>One-Day Registration - Non-Member</b> <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday	\$575	\$650	\$700	
<b>Special Events</b> <input type="checkbox"/> Sunday Welcome Reception - \$80 <input type="checkbox"/> Wednesday (WIN) Luncheon - \$40 <input type="checkbox"/> Tuesday Awards Breakfast - \$45 <input type="checkbox"/> Wednesday Closing Banquet - \$130				
<b>Sunday, Aug. 27th Workshop (Must register by Aug. 9)</b> <input type="checkbox"/> Workshop 191 – 7-Hour National USPAP Update, \$229 Member/\$339 Nonmember				
<b>Conference Registration Coupon Codes (e.g., volunteers)</b> Please provide your IAAO Conference Registration Coupon Code _____				
<b>Would you be interested in a morning Yoga class?</b> <b>Are you attending the Closing Banquet?</b>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>		<b>TOTAL:</b>

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## REGISTRATION INFORMATION

Indicate if any of the following apply:  First-Time Attendee  Volunteer\*  Speaker  Under 40 or new in career

\*Coupon code required on the registration form.

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**NOTE: Registration for the Sunday Golf outing will be handled by the Utah Chapter of IAAO.**

### Conference Policies

**Registration** - Full registrations provides full access to all events, except Wednesday WIN Luncheon. Single day registration includes all events on that day, except for the Closing Banquet and WIN Luncheon on Wednesday.

**Cancellation & Refund Policy** - Guarantees for food service, printing, and space rental cannot be changed by IAAO at the last moment. Requests for refunds will be honored, less a **\$150** processing fee, only if received in writing by **July 30**. No refunds will be made after **July 30**. No refunds are given for no-shows. Send your cancellation notice to Rachel Mense at [mense@iaao.org](mailto:mense@iaao.org), or mail to: IAAO, Meetings Dept., 314 W. 10<sup>th</sup> St., Kansas City, MO 64105, or fax to 816-701-8149. **Registrations are transferrable for \$50**. IAAO will need a completed registration for the new individual.

**Photo/Video Policy** - Registrants of IAAO events agree to allow IAAO and its official photographer to photograph them in the context of the event. Footage captured by IAAO's photographer may be used in future print and electronic promotional and archival materials.

**Conference and Event Code of Conduct Policy** – IAAO is dedicated to providing a harassment-free event experience for all attendees and has developed a Code of Conduct for events. Please see IAAO website for complete details.

**Health Notes** - Attendee assumes all risks and accepts sole responsibility for any injury (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that attendee may experience or incur in connection with attending the 89th Annual International Conference on Assessment Administration (the "Conference"). Attendee hereby releases, covenants not to sue, discharges, and holds harmless the International Association of Assessing Officers ("IAAO") and its employees, agents and representatives of and from any such claims, including all liabilities, claims, actions, damages, costs, or expenses of any kind arising out of or relating thereto.

Attendee acknowledges the highly contagious nature of COVID-19 or other diseases and voluntarily assumes the risk of exposure or infection by attending the Conference, and that such exposure or infection may result in personal injury, illness, disability, and/or death. Attendee understands that the risk of becoming exposed to or infected at the Conference may result from the actions, omissions, or negligence of IAAO, its employees, agents and representatives and others who may attend the Conference or their families, colleagues, or others with whom they may have contact. Accordingly, attendee understands and agrees that this release includes any claims based on the actions, omissions, or negligence of IAAO, its employees, agents and representatives, whether an infection occurs before, during or after the Conference.

In addition to all other rules and regulations relating to the attendee's attendance at the Conference, attendee agrees to comply with all health related procedures that may be implemented by IAAO, Convention Center, and hotels, including, but not limited to, mask-wearing and social distancing requirements and restrictions on certain activities that carry higher risks, in order to protect as much as possible the health and safety of all Conference attendees.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**PAYMENT** (Registrations are not accepted without full payment.)

**Check**—Please complete this registration form and mail with check or money order, payable to IAAO in US funds, to the IAAO Lockbox at *IAAO, PO Box 29900, Dept. 929, Phoenix, AZ 85038-0900*. Sending a check may delay your registration 10-14 business days.

**Credit Card**—To pay by credit card, visit the conference webpage at [www.iaao.org/confreg](http://www.iaao.org/confreg) to register. Log into the site and follow the registration prompts. If there is an issue with payment, contact IAAO at 816-701-8100.

**2023 Registration Sponsor**  
  
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