

IAAO Legal Seminar ♦ December 5-6, 2019 ♦ Phoenix, Arizona

Three Ways To Register:

1. **Online** at www.iaao.org/Legal2019
2. **Email** this completed registration form to weber@iaao.org. If you are paying with a credit card call 816-701-8138 or 816-701-8109.
3. **Mail** this completed registration form and payment by check to the IAAO Bank Lockbox at:
IAAO, PO Box 29900, Dept. 929, Phoenix, AZ 85038-0900.

Registration or program questions? E-mail mense@iaao.org or call 816-701-8109.

Step 1—Registration *(Please print legibly)*

First Name

Last Name

Title

Employer

Employer's Street Address

City

State

Zip/Postal Code

Country

Phone

Fax

E-mail

Emergency Contact Name

Phone

Step 2—Registration Fees/Special Needs *(includes materials, continental breakfasts and lunches)*

	Discount fee by Nov. 1	On-site fee after Nov. 1	Amount Due
IAAO Member	\$500	\$550	
Nonmember	\$700	\$750	
Total Amount Due			

If you have any special needs, we are here to accommodate you. Please indicate any dietary/physical needs.

Dietary: Diabetic Vegetarian

Food Allergies _____

Physical: Please check here if you require special accommodations to participate. E-mail a description of your needs by November 13, 2019 to mense@iaao.org. After November 13, 2019 we cannot guarantee we can accommodate your request.

Check here if seeking CLE credit.

State and attorney registration # _____

(Deadline to request CLE is Oct. 3, 2019)

Step 3—Payment

Check (payable to IAAO) Visa MasterCard AMEX
(U.S. currency only. Allow 10 working days for IAAO to receive mailed registrations)

Credit Card Payments

To pay by credit card, attendees are recommended to register online. To pay by credit card using this form, email or fax (816-701-8169) completed form to IAAO and then contact Allyson Weber (816-701-8138) or Rachel Mense (816-701-8109) with card information.

All registrants will receive written confirmation/receipt of registration via e-mail, fax, or mail from IAAO.

Refund/Cancellation & Photo Policy

Guarantees for food service, printing, and space rental cannot be changed by IAAO at the last moment. For this reason we must adhere to strict guidelines. Requests for refunds will be honored, less a \$100 processing fee, only if received in writing by November 1, 2019. No refunds will be made after November 1, 2019. No refunds are given for no-shows. Send your cancellation notice to mense@iaao.org, by mail to IAAO, 314 W. 10th St., Kansas City, MO 64105 or by fax to 816-701-8169. By completing and submitting this registration form, you agree to abide by the refund and cancellation 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. For questions or concerns, please call 816-701-8100 or email info@iaao.org.