



**INTERNATIONAL ASSOCIATION of ASSESSING OFFICERS**  
**84<sup>th</sup> ANNUAL INTERNATIONAL CONFERENCE ON ASSESSMENT ADMINISTRATION**  
**Sept. 23–26, 2018 – Minneapolis, Minnesota**

**REGISTRATION**

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

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

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

Address \_\_\_\_\_

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

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

**EMERGENCY CONTACT**

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

**SPECIAL NEEDS**

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

- Dietary Please List \_\_\_\_\_
- Physical Please check here if you require special accommodations to participate.

E-mail a description of your needs by September 7, 2018 to Rachel Mense at [mense@iaao.org](mailto:mense@iaao.org). After September 7, we cannot guarantee we can accommodate your request.

**REGISTRATION TYPES AND FEES**

Please indicate if any of the following apply:

- First Time Attendee  Volunteer\*  Speaker

\*Coupon code required on registration form.

**HOTEL ARRANGEMENTS**

Do you plan to stay at the host hotel?

- Yes  No

**CONFERENCE EVENTS**

Full Registrations provides full access to all events. One Day registration includes all events on that day, except for Closing Banquet on Wednesday. Guest Registration does not have access to program sessions, or proceedings. ***Guest registrations are not for business associates or colleagues.***

**REGISTRATION DEADLINES**

**EARLY BIRD** ..... JULY 20<sup>th</sup>

**REGULAR** ..... SEPTEMBER 7<sup>th</sup>

**ONSITE** ..... AFTER September 7<sup>th</sup>

***Save time, register online!***

REGISTRATION TYPE	EARLY BIRD RATE Through July 21	GENERAL REGISTRATION July 22–Sept. 8	ON-SITE RATE Begins Sept. 9	AMOUNT DUE
<b>Full Registration—IAAO Member</b> IAAO Member # _____	\$645	\$770	\$895	
<b>Full Registration—Non-Member</b> <input type="checkbox"/> <i>Include 2018 IAAO Membership at no charge!</i>	\$845	\$970	\$1,095	
<b>One-Day Registration - IAAO Member</b> <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <sup>1</sup>	\$350	\$390	\$420	
<b>One-Day Registration - Non-Member</b> <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <sup>1</sup>	\$455	\$500	\$545	
<b>One-Day Registration - Attendees based within 100 miles of Minneapolis</b> <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <sup>1</sup>	\$150	\$150	\$150	
<b>Guest Registration*</b> <b>**Please provide name for guest's name badge _____</b>	\$300	\$350	\$350	
<b>Single Event Individual Tickets</b> <i>Reception, Banquet, Breakfasts, Lunches, Baseball game</i>	Total from next page			
<b>Creating Maps with Assessor Data (Introductory) – Sunday, September 23, 8:00 am - Noon</b> <i>Register by Aug. 24. Minimum of 20, maximum of 50.</i>	\$125 Member / \$220 Nonmember			
<b>Creating Spatial Valuation Models (Advanced) – Sunday, September 23, 1:00 – 5:00 pm</b> <i>Register by Aug. 24. Minimum of 20, maximum of 50. Bring your own laptop!</i>	\$125 Member / \$220			
<b>Nonmember</b> <b>*Conference Registration Coupon Codes (e.g. volunteers)</b> Please provide your IAAO Conference Registration Coupon Code _____				
<i><sup>1</sup> Wednesday One-Day Registration DOES NOT include Banquet</i>			<b>TOTAL DUE</b>	

**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 Sept. 7, 2018. No refunds will be made after Sept. 7, 2018. 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 form for the new individual.

**Photo/Video Policy** - Registrants of IAAO events agree to allow IAAO and its official photographer to photograph or video them in the context of the event. Footage captured by 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.

**Email Notice** - IAAO communicates with attendees via email. In addition IAAO notifies attendees regarding other programs, products, and events via emails and you may update your email preferences in your account online.

**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**—Please consider registering and making your payment online at [IAAO.org](http://IAAO.org). If you prefer paper registration, please complete the authorization information below, print and fax it to 816-701-8149.

VISA                       MasterCard                       American Express

Card# \_\_\_\_\_ Contact Rachel Mense at 816-701-8109 with card number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Cardholder Name \_\_\_\_\_ CSC Code \_\_\_\_\_

Your signature below authorizes IAAO to charge your credit card for the total payment due and acknowledges that you have read and understand the policies noted above.

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

## IAAO 2018 Conference Single Event Tickets

Except for Wednesday's Women's Initiative Lunch, all of the following items are included in the main registration fee and guest registration fee. Exhibitors Registration includes event except the Women's Initiative Lunch and Closing Banquet. Monday and Tuesday daily registrations include all meals for those days. Wednesday only registration only includes breakfast.

### SUNDAY

Golf Outing (use separate form)

Welcome Reception \$75 x \_\_\_\_\_ = \$ \_\_\_\_\_

### MONDAY

Continental Breakfast \$40 x \_\_\_\_\_ = \$ \_\_\_\_\_

Awards Lunch \$55 x \_\_\_\_\_ = \$ \_\_\_\_\_

### TUESDAY

Continental Breakfast \$40 x \_\_\_\_\_ = \$ \_\_\_\_\_

Networking Lunch in Exhibit Hall \$50 x \_\_\_\_\_ = \$ \_\_\_\_\_

Minnesota Twins Tickets \$16 x \_\_\_\_\_ = \$ \_\_\_\_\_

### WEDNESDAY

Continental Breakfast \$40 x \_\_\_\_\_ = \$ \_\_\_\_\_

Women's Initiative Lunch \$25 x \_\_\_\_\_ = \$ \_\_\_\_\_

Closing Banquet \$100 x \_\_\_\_\_ = \$ \_\_\_\_\_

**TOTAL** \$ \_\_\_\_\_

Attendee Name: \_\_\_\_\_

Email: \_\_\_\_\_

Payment Method:  Check  Credit Card\*  Info on other registration form

\* Contact Rachel Mense at 816-701-8109 with credit card information.