

## REGISTRATION FORM

**2019 Annual TALHFA Educational Conference | October 2<sup>nd</sup> – 4<sup>th</sup>**

**The Westin Oaks Houston at the Galleria**

Registration may also be completed online at the “2019 Conference” page at [www.TALHFA.org](http://www.TALHFA.org)

### Registration Fees

**FULL PAYMENT must be RECEIVED BY DATE BELOW in order to receive Early & On Time discounts.**

Registered spouses and guests are welcome to join the meals and social events (please indicate below).

“Guests” cannot be co-workers – only conference registrants may attend the sessions.

	Early Received By 08/30	On Time By 09/13	Late After 9/13
<input type="checkbox"/> TALHFA Member .....	\$490	\$525	\$555
<input type="checkbox"/> TALHFA Members, 3 or more*	\$465	\$500	\$540
<input type="checkbox"/> Non-Members .....	\$565	\$605	\$635
<input type="checkbox"/> Non-Members, 3 or more*	\$540	\$590	\$610
<input type="checkbox"/> <b>Sponsor Comp</b> .....	<b>\$0 See Sponsor Levels for # of Comps</b>		
<input type="checkbox"/> Spouse/Guest – all meals & social events .....	\$210	\$235	\$260
<input type="checkbox"/> Spouse/Guest – 1 meal or reception .....	\$100	\$120	\$135

\*Group Rates: Register 3 or more **paying** conference attendees from the same organization & each is discounted.  
(Does not include Guests or Sponsor Comps.)

### I Will Attend The Following Events

Help us plan! For most events pre-registration is not required but appreciated for planning purposes.

WEDNESDAY	THURSDAY	FRIDAY
<input type="checkbox"/> Minute Maid Park - AM **	<input type="checkbox"/> Breakfast & General Session	<input type="checkbox"/> Breakfast & General Session
<input type="checkbox"/> Minute Maid Guest - AM **	<input type="checkbox"/> Breakfast Guest	<input type="checkbox"/> Breakfast Guest
<input type="checkbox"/> Pre-Conference Workshop 1	<input type="checkbox"/> Luncheon & General Session	<input type="checkbox"/> Breakfast Guest
<input type="checkbox"/> Pre-Conference Workshop 2	<input type="checkbox"/> Luncheon Guest	<input type="checkbox"/> Bus Tour
<input type="checkbox"/> Evening Welcome Reception	<input type="checkbox"/> Reception	
<input type="checkbox"/> Evening Reception Guest	<input type="checkbox"/> Reception Guest	

\*\*Must complete separate Event Form – event participation and conference registration can be paid in one check or credit card transaction. Please go to [www.TALHFA.org](http://www.TALHFA.org) for forms and to pay using PayPal.

**Cancellation Policy:** Cancellation requests must be received in writing by September 16, 2019. TALHFA will refund 75% of your registration fee if the request is received by deadline. Refund checks will be processed after Sept 25, 2019.

**If you cannot attend the Conference, please send someone to take your place!** TALHFA will accept substitutions in writing before the Conference. **Questions? Jeanne@TALHFA.org or 512.241.1657**

### Attendee Information

Please Print or type your name and organization as it should appear on your badge and the Conference Attendee List.



One person per form, please. Additional forms can be downloaded [www.TALHFA.org](http://www.TALHFA.org).

**Please check all that apply:** I am a

- Returning Attendee  Speaker  Sponsor  1st Time Attendee

Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Spouse/Guest Name \_\_\_\_\_  all inclusive  1 event

**Do you and/or your guest have special dietary needs?**

- Vegetarian  Vegan  Gluten Free

Food Allergy \_\_\_\_\_ # of each \_\_\_\_\_

### Payment Information

Check to TALHFA Amount: \$ \_\_\_\_\_

Mail your completed registration form and check to:

**TALHFA, 5900 Balcones Dr., STE 245, Austin, TX 78731-4285**

**You may fax your completed Registration Form to 512.241.1683.**

**Please also mail a copy of this form with payment.**

Credit Card Amount: \$ \_\_\_\_\_

**Please go to the Join Us page on [www.TALHFA.org](http://www.TALHFA.org) to pay safely and quickly via PayPal using a major credit or debit card.**

**Photo Release:** By registering for this event, you are giving TALHFA the right and permission to publish, without charge, photographs taken during the event. These photographs may be used in advertising, publications, including electronic publications, AV presentations, promotional literature, web based communications or in other similar ways.