



INTERNATIONAL  
ECONOMIC DEVELOPMENT  
COUNCIL

*The Power of Knowledge and Leadership*

# LEADERSHIP *Summit*

January 29-31, 2012 | San Antonio, TX

## STEP 1: BASIC REGISTRATION

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Membership Status:  IEDC Member  Non-member **CEcD:**  Yes  No

	By Dec 2	After Dec 2	Subtotal
IEDC Member	\$595	\$695	_____
Non-member	\$695	\$795	_____
Retiree	\$185	\$185	_____
Member in Transition	\$185	\$185	_____

Networking Reception, Continental Breakfast and Keynote Luncheon included in the Full Conference Registration.

## STEP 2: SPECIAL EVENTS (OPTIONAL)

			Quantity	Subtotal
Golf Outing at the Quarry Golf Club Sunday, January 29   7:00 am – 12:30 pm	\$130	\$130	_____	_____
Ethics Workshop Sunday, January 29   10:30 am – 12:30 pm	Free	Free	_____	_____
CEcD Breakfast Monday, January 30   7:30 – 8:45 am	Free	Free	_____	_____
Spouse/Guest Tour: Reflections Monday, January 30   8:30 am – 12:30 pm	\$40	\$40	_____	_____

Mail form and payment to: IEDC, P.O. Box 759219 Baltimore, MD 21275-9219  
Fax form and copy of valid purchase order to: (202) 223-4745

### Step 3: Spouse/Guest Registration (optional)

Spouse/Guest \$200 X \_\_\_\_\_ = \_\_\_\_\_

Spouse/Guest Name: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Email: \_\_\_\_\_

### STEP 4: PAYMENT

TOTAL / AMOUNT ENCLOSED \$ \_\_\_\_\_

Check Number: \_\_\_\_\_

Purchase Order Number: \_\_\_\_\_

Credit Card Type: \_\_\_\_\_ Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_/\_\_\_

Cardholder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

### Registration Policy

- **Registrations will not be accepted over the telephone.** Written confirmation of your registration will be emailed to you, beginning in January. If you do not receive a written confirmation, please contact Earnestine Jones (e-mail: [ejones@iedconline.org](mailto:ejones@iedconline.org) or (202) 942-9463.)
- **Any changes to your registration must be in writing.** You may e-mail or fax your changes to Earnestine Jones (e-mail: [ejones@iedconline.org](mailto:ejones@iedconline.org) / fax: (202) 223-4745).
- In order to guarantee that your name will be included in the Conference Attendees List, registrations must be received by January 19, 2012. **The Attendees list will be emailed to all registered attendees on Friday, January 20, 2012.** Please keep copy for your record. **The Attendees list will not be included with the Conference Packet.**
- For speedier on-site processing, payment must be received by January 25, 2012. No one may pick up registration materials without payment. If your payment will not reach IEDC office by January 25, 2012, please bring your check with you.

### Payment Policy

- To qualify for the early registration rate, both a completed registration form and full payment must be received prior to December 2, 2011.
- Payments not received by December 2, 2011, will be charged the late registration fee.
- Registrants will be required to resolve any unpaid balances by check or credit card on-site at the conference, excluding those with government purchase orders.
- Registrations received by fax will only be accepted and processed with a credit card number or a faxed copy of a valid purchase order

Mail form and payment to: IEDC, P.O. Box 759219 Baltimore, MD 21275-9219  
Fax form and copy of valid purchase order to: (202) 223-4745

## **Cancellation, Refund and No-Show Policy:**

- Substitutions will be accepted at any time.
- All registered attendees cancelling their registration, will be charged a \$95 processing fee, regardless of when the cancellation notice was received.
- Cancellations by phone are not accepted.
- **Cancellations must be received in writing by mail, fax or email to Earnestine Jones, (202) 223-4745 or [ejones@iedconline.org](mailto:ejones@iedconline.org).**
- Cancellations received in writing on or before January 13, 2012 will be refunded or credited to a future IEDC Conference (less a \$95 processing fee). These transactions will be processed after the conference.
- **There will be no refunds or credits for cancellations received after January 13, 2012.**

Mail form and payment to: IEDC, P.O. Box 759219 Baltimore, MD 21275-9219  
Fax form and copy of valid purchase order to: (202) 223-4745