



INTERNATIONAL
ECONOMIC DEVELOPMENT
COUNCIL

FEDERAL ECONOMIC DEVELOPMENT FORUM

March 18-20, 2012 | Alexandria, VA

Name: _____ Title: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Membership: IEDC Member Non-member Partner _____

BASIC REGISTRATION

	By Feb 3	After Feb 3	Subtotal
IEDC Member / Partner	\$495	\$595	_____
Non-member	\$625	\$725	_____
Member in Transition	\$185	\$185	_____
Retiree & HLM	\$185	\$185	_____
Full-time Student	\$125	\$125	_____

SPECIAL EVENTS

Pre-Forum Workshop: Uncle Sam's Siren Song Sunday, March 18 1:00 – 3:00 pm	Free	Free	_____
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Policy Dinner Monday, March 19 7:00 – 8:30 pm	\$85	\$85	_____
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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

PAYMENT

TOTAL / AMOUNT ENCLOSED \$ _____

Please select one:

- Check Check Number: _____
- Purchase Order PO 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 mailed to you, beginning in January. If you do not receive a written confirmation, please contact Earnestine Jones (e-mail: ejones@iedconline.org or phone: (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 or fax: (202) 223-4745).
- In order to guarantee that you name will be included in the Forum attendees List, registrations must be received by March 9, 2012.
- For speedier on-site processing, payment must be received by March 14, 2012. No one with an outstanding balance may pick up registration materials. All balances must be settled. If your payment will not reach IEDC office by March 14th, 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 January 20, 2012.
- Payments not received by January 20, 2012, will be charged the regular 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 the purchase order.

Cancellation, Refund and No-Show Policy

- Substitutions will be accepted at any time.
- All registration cancellations will be charged a \$95 processing fee regardless of when received.
- Cancellations by phone are not accepted.
- **Cancellations must be received in writing by mail, fax or email** to Earnestine Jones, (202) 942-9463 or ejones@iedconline.org.
- Cancellations received prior to March 2, 2012 will be refunded or credited to a future IEDC event (less a \$95 processing fee) following the conference.
- **There will be no refunds or credits for cancellations received after March 2, 2012.**
- A registered attendee who does not submit a written cancellation or attend the conference is considered a no-show and is not eligible for a refund.
- **A registered attendee who does not submit a written cancellation or attend the conference is still liable for any outstanding balances.**
- Questions regarding the policy above should be directed to Earnestine Jones via e-mail at ejones@iedconline.org or by phone at 202-942-9463.

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