

CAPLAW Audio conference Registration Form

CAA Basics Audio Conference Series

Registrant Information:

Name: _____ Title: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

Be sure to include your email address so we can send you call in instructions and audio conference materials. We will only email conference information and materials to the person whose e-mail address is listed on this form.

The audio conference will be conducted via a telephone conference call. Submit one registration per phone line. Upon receiving your registration and payment, we will send you an email a day or two before the conference call with materials and dial-in information.

Registration Fees:

In order to be considered a CAPLAW member, an organization must be a member in good standing of a state or regional CAA association that is a member of CAPLAW. To see if your state or regional association is a CAPLAW member, visit the "Current Members" page of the CAPLAW website at www.caplaw.org/currentmembers.html.

Some CAAs are individual members of CAPLAW. If you check the link above and find that the state or regional association to which you belong is not listed, call Gove Group at 412.431.5087 to find out whether your CAA is an individual CAPLAW member.

CPE Credit:

1.5 hours of CPE credit can be earned per conference, per person. When registering for credit, please specify the number of individuals from your organization that will be seeking credit below and submit a registration form for each.

Conference	Member	Non-Member	Mp3 Recording	CPE Credit	Right on the Money
Introduction to CSBG Friday, February 26th	<input type="checkbox"/> \$101	<input type="checkbox"/> \$116	<input type="checkbox"/> \$25	<input type="checkbox"/> \$15 x ____	
Right on the Money/OMB Circular A-122 Friday, March 26th	<input type="checkbox"/> \$101	<input type="checkbox"/> \$116	<input type="checkbox"/> \$25	<input type="checkbox"/> \$15 x ____	<input type="checkbox"/> Member: \$25 <input type="checkbox"/> Non-member: \$40
501(c)(3) Fundamentals Friday, April 23rd	<input type="checkbox"/> \$101	<input type="checkbox"/> \$116	<input type="checkbox"/> \$25	<input type="checkbox"/> \$15 x ____	
Lobbying and Effectively Friday, May 21st	<input type="checkbox"/> \$101	<input type="checkbox"/> \$116	<input type="checkbox"/> \$25	<input type="checkbox"/> \$15 x ____	
The Complete CAA Basics Series	<input type="checkbox"/> \$380	<input type="checkbox"/> \$440	<input type="checkbox"/> \$25	<input type="checkbox"/> \$15 x ____	
Total:					

Payment Information:

Make check payable to CAPLAW and mail to: CAPLAW, c/o Gove Group 226 Paul Street, Pittsburgh, PA 15211

Visa Mastercard Card # _____ Expiration Date: _____

Name on Card: _____ Security Code: _____

Billing Address: _____ Signature: _____

Are there any questions you would like answered/issues you would like discussed during the audio conference? If so, please list them here:

Conference Registration and Payment Deadlines:

Introduction to CSBG- February 24th

Right on the Money/OMB Circular A-122- March 24th

501(C)(3) Fundamentals- April 21st

Lobbying- May 19th

Questions? Call Gove Group at 412.431.5087

Cancellation and requests for refunds will be honored on the following basis:

- If CAPLAW receives request for cancellation/refund before e-mailing conference materials to registrant: registrant can choose between 100% refund or mp3 recording of audio conference and audio conference materials
- If CAPLAW receives request for cancellation/refund after e-mailing conference materials to registrant: no refund, but CAPLAW will send registrant a mp3 recording of the audio conference

For information regarding complaint resolution and program cancellation policies, please call Anita Lichtblau at CAPLAW at 617.357.6915.