



# The ASBC Fifth Anniversary Conference and Awards Dinner

## Fax Registration Form

We look forward to you attending The ASBC Fifth Anniversary Conference and Awards Dinner. Please complete the information below to reserve your spot. If you have Word, you can complete the form and email it to [events@theasbc.org](mailto:events@theasbc.org).

**Registrant Information:** All information requested below is required. Registrants will receive a confirmation email.

<b>Registrant 1 Name</b>					
<b>Company</b>					
<b>Email address</b>					
<b>Phone Number</b>					
<b>9:45AM Breakout Session Choice</b>	<input type="checkbox"/> Easy Tips for Effective Market Research	<input type="checkbox"/> Impact of the New Administration on DHS Procurements	<input type="checkbox"/> FY09 State of the GSA Schedule: Current Spending and Trends		
<i>Select one breakout or</i>	<input type="checkbox"/> Procurement Integrity and Ethics Compliance Update	<input type="checkbox"/> Doing Business with the Mission and Installation Contracting Command			
<input type="checkbox"/> <i>Not attending AM Breakouts</i>					
<b>10:45 AM Breakout Session Choice</b>	<input type="checkbox"/> Government Contract Pricing Overview	<input type="checkbox"/> FY09 State of the GSA Schedule: Current Spending and Trends	<input type="checkbox"/> Impact of the New Administration on DHS Procurements		
<i>Select one breakout or</i>	<input type="checkbox"/> 11 Essential Steps for Marketing to the Government	<input type="checkbox"/> Doing Business with the Mission and Installation Contracting Command			
<input type="checkbox"/> <i>Not attending AM Breakouts</i>					
<b>Vegetarian Lunch needed?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> Not attending Lunch			
<b>1:45 PM Panel Discussion Selection</b>	<input type="checkbox"/> Secrets of Successful Recruiting and Retention	<input type="checkbox"/> Leveraging Your Partnership with GSA for Stimulus Opportunities			
<i>Select one Panel Discussion or</i>					
<input type="checkbox"/> <i>Not attending Panel Discussions</i>					
<b>Dinner Meal Selection</b>	<input type="checkbox"/> Grouper	<input type="checkbox"/> Chicken	<input type="checkbox"/> Vegetarian	<input type="checkbox"/> Not attending dinner	
<b>Registrant 2 Name</b>					
<b>Company</b>					
<b>Email address</b>					
<b>Phone Number</b>					
<b>9:45AM Breakout Session Choice</b>	<input type="checkbox"/> Easy Tips for Effective Market Research	<input type="checkbox"/> Impact of the New Administration on DHS Procurements	<input type="checkbox"/> FY09 State of the GSA Schedule: Current Spending and Trends		
<i>Select one breakout or</i>	<input type="checkbox"/> Procurement Integrity and Ethics Compliance Update	<input type="checkbox"/> Doing Business with the Mission and Installation Contracting Command			
<input type="checkbox"/> <i>Not attending AM Breakouts</i>					
<b>10:45 AM Breakout Session Choice</b>	<input type="checkbox"/> Government Contract Pricing Overview	<input type="checkbox"/> FY09 State of the GSA Schedule: Current Spending and Trends	<input type="checkbox"/> Impact of the New Administration on DHS Procurements		
<i>Select one breakout or</i>	<input type="checkbox"/> 11 Essential Steps for Marketing to the Government	<input type="checkbox"/> Doing Business with the Mission and Installation Contracting Command			
<input type="checkbox"/> <i>Not attending AM Breakouts</i>					
<b>Vegetarian Lunch needed?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> Not attending Lunch			
<b>1:45 PM Panel Discussion Selection</b>	<input type="checkbox"/> Secrets of Successful Recruiting and Retention	<input type="checkbox"/> Leveraging Your Partnership with GSA for Stimulus Opportunities			
<i>Select one Panel Discussion or</i>					
<input type="checkbox"/> <i>Not attending Panel Discussions</i>					
<b>Dinner Meal Selection</b>	<input type="checkbox"/> Grouper	<input type="checkbox"/> Chicken	<input type="checkbox"/> Vegetarian	<input type="checkbox"/> Not attending dinner	
<b>Registration Option</b>					
	<b>Member</b>	<b>Qty</b>	<b>Non-member</b>	<b>Qty</b>	<b>Subtotal</b>
Conference Only	\$229.00	x _____	\$279.00	x _____ =	\$ _____
Reception and Awards Dinner	\$179.00	x _____	\$219.00	x _____ =	\$ _____
Full Day (conference and Awards Dinner)	\$349.00	X _____	\$439.00	x _____ =	\$ _____
<b>Conference Registration Total</b>					<b>\$ _____</b>

<b>Save on Registration - Join The ASBC Now</b>					
	<b>Annual Dues</b>	<b>Qty</b>			<b>Subtotal</b>
Associate Membership (B2B)	\$95.00	x _____ =			\$0.00
Associate Membership (B2G)	\$95.00	x _____ =			\$0.00



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Sponsorship Opportunities	Fee	In Kind Available?	Qty	Subtotal
Premiere	\$7,500.00		X _____ =	\$0.00
Wine & Dine Supporting Sponsor	\$250.00	-Yes	X _____ =	SOLD
Freeze Frame Photobooth	\$2,500.00		X _____ =	SOLD
Conference Bag	\$2,500.00		X _____ =	SOLD
Conference Portfolio	\$1,500.00	-Yes	X _____ =	SOLD
Lanyard	\$1,500.00	-Yes	X _____ =	SOLD
Cyber Café	\$1,500.00	-Yes	X _____ =	SOLD
Washington Breakfast Club Supporting	\$500.00		X _____ =	\$0.00
Lunch Keynote Supporting	\$500.00		X _____ =	\$0.00
Reception/Dinner Supporting	\$500.00		X _____ =	\$0.00
Coffee Break	\$250.00		X _____ =	\$0.00
It's In The Bag Supporting (Mem)	\$100.00		X _____ =	\$0.00
It's In The Bag Supporting (Non-mem)	\$250.00		X _____ =	\$0.00
<b>Visit <a href="http://sponsor.turningfive.com">http://sponsor.turningfive.com</a> for details</b>			<b>Sponsorship Total</b>	<b>\$0.00</b>

### Payment Information

To pay by check, make checks payable to The ASBC, include this form and mail to The ASBC, PO Box 2786, Columbia MD, 21045. Checks must be received by April 6, 2009 to confirm registration. To pay by credit card, please complete the information below and fax to 443.303.4326.

Total Due           \$0.00          

Name on Credit Card \_\_\_\_\_

Billing Address \_\_\_\_\_

Phone number \_\_\_\_\_

Email Address (receipt sent) \_\_\_\_\_

Credit Card Type     Visa     MC     Amex     Disc     Check

Credit Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_ (MM/YYYY)

CVV (Security Code) \_\_\_\_\_ Visa/MC-last 3 digits in signature area of card. Amex-4 digits on front of card

Authorized Signature \_\_\_\_\_

Cardholder acknowledges receipt of goods and/or services in the amount of the Total shown hereon and agrees to perform the obligations set forth in the Cardholder's agreement by the issuer.

### The ASBC Policies

#### The ASBC Fifth Anniversary Conference and Awards Dinner Refund Policy:

- \* Refunds are in accordance with The ASBC Refund Policy (<http://refunds.theasbc.org>).
- \* There are no refunds for Conference and/or Gala registration
- \* Sponsorships are non-refundable.
- \* Event Fees subject to change. If fees differ, registrant(s) will be notified prior to processing transaction.

**IMPORTANT: Credit Card Users, by use of the features and payment systems of The ASBC, hereby accept The ASBC Credit Card Dispute Policy which is as follows:**

\* Credit Card Users agree to allow The ASBC a seven (7) business day cure period to provide a resolution in the case of a dispute. If you feel that you have been charged incorrectly, please call us or send an email to [payments@theasbc.org](mailto:payments@theasbc.org) with details of the charged amount, date of charge and the reason you believe an error has been made. The ASBC will respond with acceptance of your inquiry, research the charge and provide a response to you within seven (7) business days from the date we receive your inquiry.

\* By accepting this agreement, you agree to reimburse The ASBC for bank and service fees in the event that you do not provide us the seven (7) day cure period to resolve the matter. Additionally, you agree to reimburse The ASBC for all charges associated with collecting this reimbursement if payment is not received by \* The ASBC within fourteen (14) business days from the date you are notified that your dispute was incorrectly lodged.

\* All refund requests are subject to review by The American Small Business Coalition LLC.

#### Guest Fail/Cancel Policy:

\* In an effort to mitigate costs, this Guest Fail/Cancel Policy is implemented effective July 18, 2007.

\* Refunds will be issued as noted above

\* Only paid registrations will be confirmed

\* Substitutes are welcome. We must receive telephone or email notification regarding substitutes three (3) days prior to the event. In the case of Members Only/Business Members Only events, substitute must be a representative of a Member of The ASBC in order to participate.

If you make a reservation but are unable to attend, The American Small Business Coalition LLC is still responsible for the cost of your event reservation. As we sometimes have a waiting list, please let us know even if you must cancel your reservation later than the refund deadline.