

# SUMMIT 2019

HEADED TO THE CLOUD:  
BREAKING BARRIERS IN SUPPORT OF PHILANTHROPY  
SEPTEMBER 9-11 | THE HILTON CHICAGO

## Attendee Registration Form

### Contact Information

Name (for name badge) \_\_\_\_\_

Professional Title \_\_\_\_\_ Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

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

How would you like to receive information from sponsors and exhibitors?

Hardcopy   Email   Either/both   I do not want to receive information from sponsors and exhibitors

Do you have any special dietary considerations?   Yes   No

If yes, please explain: \_\_\_\_\_

Pursuant to the Americans with Disabilities Act, do you require specific aids or services?   Yes   No

If yes, please explain: \_\_\_\_\_

Do you require accessibility adjustments or services?   Audio   Mobile   Visual

Please submit suggested topics for our round table discussions: \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_ Emergency Contact Number \_\_\_\_\_

### Attendee Selection

|   | By July 1 | By August 1 | After August 1 |
|---|-----------|-------------|----------------|
| Individual Members                          | \$425     | \$450       | \$475          |
| Nonmembers                                  | \$605     | \$630       | \$655          |
| One Day Registration                        | \$225     | \$225       | \$225          |
| President's Reception, Guest                | \$50      | \$50        | \$50           |
| PreSummit: Newcomer's Session               | \$95      | \$95        | \$95           |
| PreSummit: Data Analytics Session           | \$95      | \$95        | \$95           |
| PreSummit: Executive Session (*invite-only) | \$175     | \$175       | \$175          |

\*Please refer to page 2 to view all Summit attendee policies.

### Payment Information

**TOTAL:** \$ \_\_\_\_\_   Check (payable to **aasp**)   Visa   Mastercard   American Express   Discover

Payment must accompany application to guarantee sponsorship. If paying by credit card, all fields below are required.

Name (as it appears on card) \_\_\_\_\_

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_ Sec. Code \_\_\_\_\_

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

Address (if different than above) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

#### Mail/Fax with payment to:

Association with Advancement Services Professionals (**aasp**)  
1000 Westgate Drive, Suite 252, St. Paul, Minnesota 55114  
Fax: 651-290-2266

**Questions?** Contact us at [aaspadmin@advserv.org](mailto:aaspadmin@advserv.org) or  
1+ 651-968-8382.

#### PCI Compliance

Please do not send credit card information via email. Per standard by the Payment Card Industry, **aasp** has met the requirements of the Payment Card Industry-Data Security Standards (PCI-DSS).

(For office use only)

|          |  |      |
|----------|--|------|
| initials |  | fin. |
| date     |  |      |
| CK/CC    |  |      |
| paid     |  |      |

## SUMMIT 2019 ATTENDEE POLICIES

**PreSummit Registration** – All pre-registrations must be completed on or before **September 9, 2019**. Registrations on-site will be assessed a \$25 surcharge.

**Cancellation Policy** – Refunds, minus a \$75 administrative fee, will be issued on written cancellations submitted through online at [advserv.org/cancellation-refund-request](http://advserv.org/cancellation-refund-request). Written cancellations must be submitted online on or before **August 16, 2019**. No refunds will be provided for cancellations received after August 16. Phone cancellations WILL NOT be accepted. Registrants assume full responsibility for notification to and verification of receipt by the **aasp** Summit 2019.

Refunds will be processed 2-3 weeks after the meeting.

Refunds or credits will not be given for failure to attend, late arrival, flight/transportation cancellations, unattended events or early departure. In the rare event of a meeting cancellation, **aasp** is not responsible for nor will provide refunds for costs associated with travel, airfare, hotel or transportation costs incurred by the registered attendee. It is always recommended that the registrant considering purchasing independent travel insurance.

**aasp** registration fees are not tax-deductible as a charitable contribution but may be deductible as a business expense. Consult your tax advisor.

**Photo/Video Disclaimer** – Registration and attendance at or participation in Summit 2019 constitutes an agreement by the registrant to **aasp**'s use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproduction and audiotapes of such events activities.

