President’s Invitation

It is with great pleasure that I get to welcome you to the 2019 SDA National Convention. I am excited to welcome you to Spokane, the host of EDSymposium19. For those of you who don’t know, this is the Seattle Chapter’s 50th Anniversary, and SDA’s 60th Anniversary. What a great way to celebrate their milestone anniversary by spending EDSymposium with the Seattle Chapter!

The EDSymposium Committee has been hard at work this year to bring you interesting educational topics, speakers, and events; you do not want to miss this one! This is an opportunity to gain twenty hours of education, spend time with fellow members, check out the cool restaurants in the area, and visit a new city.

Spokane is located in the heart of Inland Northwest. The Spokane River runs through the city and the beautiful Riverfront Park in downtown Spokane. The Riverfront Park has a sculpture walk, which sounds like a gorgeous place to take a stroll. Perhaps during one of the networking walks in the morning!

Plan to arrive in time to join us Thursday, where we will jumpstart our sessions with our Pre-Conference Workshop on Contracts and Risk Management. A full days’ worth of continuing education that will cover everything you want to know about contracts, document management, communication, and what’s on the horizon for our industry in the near future.

This will be followed by our Welcome Reception in the evening where we get the chance to reconnect with our friends from across the country and network with new colleagues. This is always a fun, relaxing time that I am sure you will not want to miss.

Education, leadership opportunities, annual meeting, visiting with friends, a walk in the park, awards banquet, door prizes, PPC raffle, - Learning, Sharing and Connecting, EDSymposium19 checks all the boxes.

I look forward to seeing y’all there! (Oakie says that he will miss everyone and that it’s my fault that he won’t be there. I refused to pay for a row of seats for his big behind!!)

Susan Lankey, CDFA
2018-2019 SDA National President
About Spokane

Spokane is an Indian word that means “Children of the Sun” and was founded in 1872 as Spokane Falls. Spokane is home to four universities and is the economic and cultural center of the Inland Northwest. Whether you are coming to the EDS2019 alone or with your family, Spokane has something for everyone.

The innate beauty of Spokane will welcome you upon your arrival. Riverfront Park presents an accessible point to the breathtaking falls of the Spokane River, and this is only one of the amazing outdoor experiences. Extend your trip and make the most of the many waterways in the region by engaging in your pick of white water rafting, kayaking, fishing, or swimming. Leisurably stroll on paths and trails as a starting point to strike out on your own for a hike, rock climbing session, or cycling excursion.

Spokane is the capital of the Intermountain Northwest, and is known as the artistic and cultural hub of the region. This is a vibrant metropolitan center, the city is a meeting place for artists, performers, curators, musicians, and creatives of all types. You will find renowned wineries and urban river gorge, you will find a treasure trove of art galleries, museums, theaters, and historic buildings to make your visit memorable. Truly this is where nature and culture come together in beautiful harmony.

Spokane is a modern city center, full of first-rate amenities, however, they have not forgotten their roots. The continued preservation of historic buildings is a top priority. Make the most of your stay by including a jaunt to architectural landmarks such as the Bing Theater, the Cathedral of Our Lady of Lourdes, the Liberty Building, and the Historic Davenport Hotel.

When you come to Spokane for EDSymposium19 be sure to bring your appetite! Within a few blocks of the conference venue there are more than 70 local restaurants, coffee/pastry shops, and watering holes. And boy are they diverse! They have the diviest of dives serving an amazing breakfast all day, locally-sourced and house-cured meats and farm-to-table produce used in adventurous northwest fare, southern-style soul food, old-world Italian, and new-wave Asian cuisine – all paired with locally crafted beers and wines. Whatever mood you’re in, they have got a restaurant that can meet it. As a bonus: by conference time, the outdoor patios will be open and the sidewalks will be full of diners enjoying the mild spring weather.
Hotel Information
The Davenport Grand Hotel - Autograph Collection

Located right in the heart of downtown Spokane, Washington, the Davenport Grand Hotel is easily accessible by all modes of transportation.

Transportation Service
Hotel transportation service is offered to and from Spokane International Airport at $25 per room, each way. Call to let them know your arrival time, and they will be there to meet you. Passengers on all flights are met at the ground transportation area, adjacent to the car rental counters. Price is subject to change and reservations are required. Call 509.789.7385.

Valet parking is available 24 hours a day to greet you at $22 per night per car. Self parking is available for $17 per night per car (price subject to change).

All guest rooms are configured with the ultimate in comfort with a King bed or King/King beds — versus the industry standard double/double or queen/queen set-up. All rooms are non-smoking.

The Convention Center and INB Performing Arts Center are connected to the Hotel via the skybridge. The Spokane Veteran’s Arena, Riverfront Park, Spokane River and Centennial Trail are all within walking distance.

The Davenport Grand Hotel
333 W Spokane Falls Boulevard
Spokane, WA 99201
To Make Your Room Reservations:
Call: 800.228-9290 or 509-458-3330
Online (link also available on EDS19 Registration Page): https://www.marriott.com/event-reservations/reservation-link.mi?id=1549660672053&key=GRP&app=resvlink

SDA Rate $169.00/night (Single/Double)

Space is limited so make your reservations early. All reservations/cancellations must be done directly through the hotel at least 3-days prior to arrival. Check-in 3:00pm / Check—Out 12:00pm

Room Share
If you are interested and sharing a room, please contact SDA Headquarters at: admin@sdanational.org or (513)268-5302.

Spokane is an excellent gateway to the northwest Rockies, Glacier National Park, the Columbia Valley Wine Region, and even the Canadian Rockies. It’s got a few attractions of its own and you wouldn't regret spending a few days there, especially if you love the great outdoors.

Complimentary Hotel Services
• 24-hour business center with photocopiers, faxes, printers and desktop computers
• 24-hour fitness center
• Access to Indoor pool and Jacuzzi at The Historic Davenport Hotel and The Davenport Tower
Travel Information

When you come to Spokane in May, you’ll be flying into **Spokane International Airport**. There are non-stop flights from seven SDA Chapter cities. So, if you’re coming from Dallas, Minneapolis/St. Paul, Seattle, Denver, Portland, Northern California or Orange County, just sit back and relax. If you’re coming from further east, get the party started early! Meet in Chicago, Minneapolis, or Salt Lake City and make the final leg of the trip together.

**Spokane International Airport Address**
9000 West Airport Drive
Spokane, Washington 99224

Uber fares between the airport and hotel are approximately $15-20. According to the Hotel, a taxi will be approximately $30.

**See Hotel Information (page 4) for details on their transportation services.**
Schedule at a Glance

Thursday, May 16, 2019
7:30am - 5:30pm    Registration Desk Open
7:30am - 5:00pm    Risk Management and You: Contracts, Communication, Collaboration
                   Pre-Conference Workshop on Risk Management (includes continental breakfast and lunch)
2:45pm - 3:15pm    Break with Business Partners
3:00pm - 5:00pm    CDFA Examination
5:30pm - 7:30pm    Welcome Reception - Office of Bernardo|Wills Architects

Friday, May 17, 2019
6:00am - 7:00am    SDA Morning Netwalk/Run
7:00am - 5:30pm    Registration Desk Open
8:00am - 9:30am    Welcome Breakfast/Keynote Speaker – Resiliency in the Real World
9:30am - 10:30am   Break with Business Partners
9:45am-10:15am    MicroLearning Session: The Path to SDA Fellow is the Path to Your Own Career Development
10:30am - 12:00pm  Top Mistakes In Employee Handbooks That Create Legal Exposure
12:00pm - 1:30pm   Lunch - Fellows Best Practices Panel
1:30pm - 3:00pm    Fat-Free Gracewriting
3:00pm - 4:00pm    Break with Business Partners
3:15pm-3:45pm     MicroLearning Session: Steps to Becoming a Certified Design Firm Administrator
4:00pm - 5:00pm    Breaking the Addiction: A New Way of Doing Business
5:15pm - 6:00pm    National Committee Meetings
6:30pm -           Group Dinner Dine Around Reservations  (1 of 3 options)
7:00pm -           Group Dinner Dine Around Reservations  (1 of 3 options)
7:30pm -           Group Dinner Dine Around Reservations  (1 of 3 options)

Saturday, May 18, 2019
6:00am - 7:00am    SDA Morning Netwalk/Run
8:00am - 12:30pm   Registration Desk Open
8:30am - 9:30am    Breakfast - Phishing Trends & Cyber Attacks
9:45am - 11:15am   Annual Business Meeting
11:30am - 1:00pm   Lunch—Reimagining Riverfront Park
1:30pm - 3:30pm    Walking Tour of Riverfront Park (Optional—additional fee required)
6:00pm - 7:00pm    Evening Reception (cash bar)
7:00pm - 10:00pm   Awards/Installation Dinner & Celebration
Pre-Conference Workshop—Risk Management & You: Contracts, Communication, Collaboration (separate registration fee)

Thursday, May 16

7:30am - 8:15am  Registration/Continental Breakfast
8:15am - 8:30am  Welcome/Opening Remarks
8:30am - 10:00am  Everything You Should Know About Contracts
10:00am - 10:15am  Break
10:15am - 11:45am  Document Management/Retention
11:45am - 1:15pm  Lunch - “How Owners and Contractors are Forcing Change on Project Risk and Insurance: What You Need to Know ”
1:15pm - 2:45pm  Project Communication Involves The Entire Team—Case Study
2:45pm - 3:15pm  Break with Business Partners
3:15pm - 4:45pm  Training Your Team for Success
4:45pm - 5:00pm  WrapUp/Closing Remarks

Workshop Presenters:
David Ericksen, Severson & Werson

David Ericksen is a principal shareholder in and immediate past President of the law firm of Severson & Werson in San Francisco, California, and leads the firm’s Construction and Environmental Practices. For over 25 years, David has specialized in the representation of architects, engineers, construction managers, design-builders, and other construction professionals. His expertise covers all aspects of such professional practice as lead litigation and trial counsel, as well as being an active resource for risk management, strategic planning, and transactional matters. He is a trusted and valued resource to design and construction professionals and their insurance carriers across the United States and beyond. He has been repeatedly recognized as an industry leader, including being named a Construction “SuperLawyer” for the last twelve years. He is a graduate of Boalt Hall School of Law, University of California, Berkeley, and a former law clerk to the Washington State Supreme Court.

Michael Edmonds, Parker, Smith & Feek

Michael is an Account Executive and Management Liability Practice Director in the Commercial Department. He utilizes his nine years of experience with an international insurance carrier to assist in complex management, professional, and privacy liability exposures for a broad array of clients across various industries. Prior to entering the insurance industry, Michael worked in supply chain management for a Fortune 500 company based in the Silicon Valley, as well as business development in the technology and consulting industry in the Puget Sound region. Michael joined Parker, Smith & Feek in 2014. He sits on the board for Communities in Schools of WA and the Pacific Northwest Insurance Council in support of Provail and the amazing services they provide to members of our community. He is passionate about the Fred Hutchinson Cancer Research Institute and is active in the Innovators Network at “The Hutch.” Michael graduated with a B.S. in Marketing from Santa Clara University’s Leavey School of Business.

Diane Mika, Berkley Design

Diane has over 20 years of experience in A/E professional liability insurance, focused on risk management and loss prevention education. She holds a Bachelor of Science degree in organizational behavior and is also a certified instructional designer. In her career, she has led in-depth claims studies to reveal the breakdowns in business practices that can lead to risk exposure. Diane has translated that heightened awareness of the risks that design professionals face into meaningful education programs. Her ongoing mission is to create and deliver information, education, and resources that help engineers and architects adopt practices to avoid or mitigate loss.
Friday Morning  
May 17, 2019

6:00am-7:00am  SDA Morning Netwalk/Netrun

Energize your day, and socialize with fellow attendees. Designed for recreational/social exercises, these casual outings will take you on a journey around the area. Meet in hotel lobby.

7:00am—5:30 pm  Registration Desk Open

8:00am-9:30am Welcome/Keynote Breakfast  
Resiliency in the Real World  
Presented by: Beth Hanishewski, Mindset Coaching, Inc.

In a world where we all experience both sides of life - the great and the not-so-great moments, there is one quality above all others that determines our success in life: resiliency. Thriving is pretty easy when things are going well but the ability to thrive in times of adversity, pressure, and strife comes down to your daily habits. In this presentation, some surprising antidotes will be given on how to cope with modern life and be resilient in the real world. Get ready to thrive!

Beth Hanishewski is an internationally recognized Speaker, Coach and Writer who teaches her audiences that the Real Path to Success is through Relationships. She has shared the stage with the world’s top speakers including Jack Canfield, Robin Sharma, Lisa Nichols, and Mike Dooley in Australia, the U.S. and Canada.

Called the “swiss army knife” of coaches, Beth has over twenty years motivating, leading and coaching business professionals with one singular goal in mind: RESULTS. Beth’s promise is simple: to provide simple solutions to the most challenging of business and life problems.

When Beth Hanishewski speaks... relationships and workplaces are transformed.

Beth leaves audiences laughing, engaged and armed with the tools they need to decrease the toxicity of the relationships that surround them at home and at work. Companies hire Beth because they understand the cost of toxic workplaces and strained relationships in teams. When stress takes over the workplace, EVERYTHING else is secondary. Profits. Productivity. Creativity. It all goes out the window when relationships break down.
## Friday Morning (continued)

### May 17, 2019

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>9:30am - 10:30am</td>
<td>Break With Business Partners</td>
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**Sponsors are an important part of SDA.** This is the best opportunity to network face-to-face with our sponsors who provide your firms’ hardware, software, and service offerings.

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<tr>
<th>Time</th>
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<tbody>
<tr>
<td>9:45 am - 10:15 am</td>
<td>MicroLearning Session: The Path to SDA Fellow is the Path to Your Own Career Development</td>
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</table>

The SDA Fellows Program recognizes individuals who have made exceptional contributions to the SDA and to improving practice management in firms in the A/E/C industries, but did you know that the program criteria, which includes service to SDA and the industry through teaching, writing, and speaking, can also help you with your own professional development? The path to Fellow is the same path all A/E/C business professionals can follow to further their professional development and improve business management practices. This session will discuss the steps to Fellow and how to apply them to your own career and firm.

<table>
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<tr>
<th>Time</th>
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| 10:30am - 12:00pm | Top Mistakes In Employee Handbooks That Create Legal Exposure  
**Presented by: Brad Adler, Esq., Freeman, Mathis & Gary, LLP** |

The presentation will guide you in understanding the importance of an updated Employee Handbook and recognizing language that gets employers in trouble in Employee Handbooks, and how to implement an updated Employee Handbook without creating morale issues — reducing an employer's legal exposure to employment claims.

**Brad Adler** is the General Counsel at Freeman, Mathis & Gary, LLP, where he serves as Co-Chair of their Labor & Employment National Practice Section.

Mr. Adler is a nationally recognized labor and employment lawyer who has represented employers across the United States in a diverse range of labor and employment matters. His labor and employment practice fully encompasses the issues that employers may face in managing and interacting with employees, including employment discrimination and harassment claims, wage and hour claims, FMLA and ADA claims, and disputes surrounding enforcement and defense of non-compete, non-solicitation and confidentiality agreements. As part of his practice, Mr. Adler regularly appears before the EEOC and related federal and state agencies, including the DOL, and also represents employers before federal and state courts throughout the country in a myriad of employment disputes. In addition, Mr. Adler routinely provides day-to-day counseling to employers on harassment investigations, leave and accommodation situations, sensitive disciplinary and termination issues, handbook development and preparation of non-compete and related agreements.
Friday Afternoon
May 17, 2019

12:00pm - 1:30pm  Lunch & Fellows Best Practices Panel
Please Don’t Leave! How Employee Development and Growth Work for Employee Retention and Recruitment

This session will explore how the three winning firms of the SDA Fellows’ Best Practices Competition address growing, educating, and celebrating their employees to improve employee retention. You will learn how giving employees a true purpose and goal in their professional development and then keeping them first and foremost can benefit not only the individuals, but their firms, too.

- **VAI Architects, Dallas Texas**, will present “Pathway to Leadership” – a program that identifies and documents a clear, firm-specific path to leadership that has aided the firm in both employee retention and recruitment.
- **WSP, Seattle, Washington**, will present “Administrative Certification Programs” – a program WSP (formerly Parson Brinckerhoff) developed to increase the number of knowledgeable and skilled administrative staff. It was developed to increase employee satisfaction by providing a career path for administrators along with peer recognition.
- **Bernardo|Willis Architects, Spokane, Washington** will present their best practice for employee retention of “Define Your Values, Walk the Walk, and Invest Confidently” and its “people first” culture. They will demonstrate that putting people first is good for business.

1:30pm - 3:00pm  Fat-Free-Gracewriting: Put Your Writing on a Diet!
**Presented by: Judy Straalsland, Freedom Finder, Graceworks, Inc.**

Wimpy writing just doesn't get results! Gracewriting* teaches you to write with power by being clear, concise and correct. We help you write with grace by putting your reader’s needs first. In today’s lightning-fast business environment, no one has time to read wordy emails, letters or reports. It’s just good business to write succinctly and correctly, creating energized documents that connect with the reader. This session involves a lot more than putting pen to paper. We play games. We compete. We make peanut butter and jelly sandwiches! What does that have to do with better writing? Everything! Be ready to be big and bold as you experience Gracewriting*.

**Judy Straalsund, Freedom** Finder with Graceworks, has spent over 17 years working with corporations, providing creative solutions for a variety of programs, presentations, and workshops. A dynamic combination of an experienced corporate trainer, artistic director, political campaign manager, and mountaineering guide, she’s a born leader who aspires to help people achieve their best. Based in Portland, Oregon, she’s worked with firms ranging from Intel to Hewlett Packard to the Portable Sanitation Association (i.e., the “Porta-Potty” folks). So, whether it’s rock climbing or preparing for your own Mount Everest of a shortlist presentation, Judy is here to empower you to meet any challenge!
Friday Afternoon (continued)
May 17, 2019

3:00pm - 4:00pm  Break With Business Partners

Sponsors are an important part of SDA. This is the best opportunity to network face-to-face with our sponsors who provide your firms’ hardware, software, and service offerings.

3:15pm - 3:45pm  MicroLearning Session: Steps to Becoming a Certified Design Firm Administrator

Do you have questions about becoming a Certified Design Firm Administrator? This is the session for you. Come and explore the reasons why you want to pursue this credential.

4:00pm - 5:00pm  Breaking the Addiction: A New Way of Doing Business
                      Presented by: Steven Burns, FAIA, BQE Software

Learn how to run your firm profitably and easily from one platform. Understand why the way you’re doing business now is stunting your firm’s growth, and how new trends like Artificial Intelligence, and Business Intelligence can improve your firm today. Learn how other firms are successfully taking advantage of this one platform!

Steve is a licensed architect and a member of the College of Fellows of the American Institute of Architects, FAIA. He sold his architectural firm in 2007 to work full-time on the startup he launched to create ArchiOffice and EngineerOffice, and then brought his expertise to BQE Software. He earned his master of architecture from the Harvard University Graduate School of Design and his bachelor of fine arts from Syracuse University. His passions include ultra-endurance cycling (he's ridden as far as 522 miles without stopping) and working with Los Angeles Social Venture Partners to help innovative non-profits change the landscape for social justice.

6:30pm, 7:00pm, 7:30pm  Group Dine Arounds - Reservation
                      Be sure to sign up! The list will be at the registration desk.
Saturday Morning  
May 18, 2019

<table>
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<th>Time</th>
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<tbody>
<tr>
<td>6:00am-7:00am</td>
<td>SDA Morning Netwalk/Netrun</td>
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<tr>
<td>8:00am - 12:30pm</td>
<td>Registration Desk Open</td>
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<tr>
<td></td>
<td>Energize your day, and socialize with fellow attendees. Designed for recreational/social exercises, these casual outings will take you on a journey around the area. Meet in hotel lobby.</td>
</tr>
</tbody>
</table>
| 8:30am—9:30am | Breakfast and Phishing Trends & Cyber Attacks  
Presented by: Heather Stratford, CEO, Stronger International |
|               | Participants will develop skills to spot different types of attacks and will better understand how attacks and breaches happen. You will also develop critical skills for detecting phishing and spear-phishing and learn how to teach these skills to your organization. |

Heather Stratford, founder and CEO, is a thought leader in the Cybersecurity field. She leads a team of dedicated individuals who help organizations become stronger and more secure in this age of cyber threats. She has led technology teams throughout her career, which has spanned the fields of publishing, manufacturing, technology, food services, contractor services, and transportation. She specializes in start-ups and young organizations and has launched two of her own international companies: Moxie Marketing, a technology integrator for the Marketing Industry, and Stronger International, Inc., a cybersecurity firm.

Her educational background includes an MBA in International Management from Thunderbird School of Global Management and a Bachelor of Arts from Brigham Young University. She now specializes in cybersecurity and the impact it has on businesses of all sizes.
Saturday Morning (continued)
May 18, 2019

9:45am - 11:15am  Annual Meeting

Join us for this important annual meeting, where the critical business of SDA is accomplished each year. This meeting is open to all attendees. The current SDA National Executive Committee will provide an update on our activities and finances, and SDA delegates will vote on bylaw amendments and national officers for the 2019-2020 term. See your organization in action and plan to attend!

11:30am - 1:00pm  Lunch Presentation Reimagining Riverfront Park
Presented by: Guy Michaelsen, Principal, Berger Partnership

Riverfront Park is a Spokane treasure, the center of the city and the heart of the region. The park was originally built as the home of Expo ’74 and then reshaped into the park we know today. 40+ years after hosting the Expo, this much-loved regional center is again ready to be reimagined as an even more vibrant and sustainable park. Gain insight into both the planning process and vision that is reshaping the park.

Guy Michaelsen is a landscape architect and urban designer who works extensively in the public realm, including parks, trail corridors, streetscape, and commercial public spaces. He has a passion for inspiring others to imagine the possibilities of “what can be” by challenging the typical through long-winded, fun, entertaining presentations. Guy is a regular speaker at regional and national conferences on a variety of subjects including empowering art in the design of public places, challenging the role and opportunities for urban landscapes, corridor planning and more.

Guy will share realized design strategies for integrating surgical interventions in parks while maintaining the existing character and treasured amenities. Attendees will learn the complex challenges of reimagining unique park facilities and atypical program elements into new sustainable park features.
### Saturday Afternoon
May 18, 2019

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<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>1:30pm - 3:30pm</td>
<td>Walking Tour of Riverfront Park - Optional (additional fee)</td>
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</table>

The City of Spokane's Riverfront Park is considered one of the most scenic urban parks in the nation. With over 100 acres to explore, much of it located on an island, you are sure to discover the magnificent Spokane Falls and River, the Expo '74 Pavilion, 1902 Clocktower, 1909 Looff Carrousel, the Sculpture Walk which includes the Riverfront Rotary Interactive Fountain, giant Red Wagon, garbage eating goat, Vietnam Memorial, Centennial Trail bike path, Havermale Point and inviting meadows and conservation areas.

Be sure to wear comfortable walking shoes and dress for outside weather.

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<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>6:00pm - 7:00pm</td>
<td>Evening Reception</td>
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Cocktails (cash bar) and networking!

<table>
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<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>7:00pm - 10:00pm</td>
<td>Awards/Installation Dinner &amp; Celebration</td>
</tr>
</tbody>
</table>

Come happy and hungry, and dress to have fun! More information on page 17.
**General Information**

**Special Needs**
We make every effort to accommodate special needs. Please be sure to list any special requirement or needs when completing your conference registration, including any dietary restrictions.

**Attire**
The dress for the educational sessions and welcome reception is business-casual. Don’t forget a jacket or sweater as sometimes the temperatures in the meeting rooms are hard to control and evenings in Spokane may be cool. Cocktail chic is encouraged for the Saturday night banquet.

**Cell Phones**
We appreciate your understanding, please show respect for your colleagues and speakers by having your cell phones on vibrate or silent during all sessions and luncheons.

**Session Handouts**
We will be providing handouts online for your convenience. You will have the opportunity to download any handouts provided by the speakers prior to the sessions you plan to attend.

**Walking Tour**
We hear the walking tour of Riverfront Park is fabulous. There is an additional fee; be sure to register as it promises to be exceptional.

**Evening Plans**
Spokane is riveting with sights to see. If you are looking for things to do in the evenings, there are plenty of options. Stop by the SDA registration desk during the conference to see if there are others planning to strike out and join them for an evening of fun. We’ll be helping to coordinate groups that want to explore Spokane after conference hours.

**Attendees List / Photography**
By registering for this event, you are giving SDA permission to include your name and contact information in lists of attendees. Please note that SDA does not sell attendee information to any third party. In addition, by virtue of attending the event, SDA has permission to use any photos, videos, or images captured onsite for future promotional purposes.

**Business Partner Tables**
Please be sure to stop and visit all of our business partners at the conference. This is the best place to meet and visit with various vendors in the industry. You will get first hand experience of all the new products, technology and innovative tools available for managing today’s A/E/C firms. Take advantage of this opportunity to meet with representatives face-to-face.
Registration

Conference Registration
Conference registration is available online and by paper form. Log into the SDA website (www.sdanational.org) and choose the EDSymposium19 registration page to complete your conference registration information. Registration will not be processed without payment.

Early Bird Registration
The deadline for Early Bird Registration is April 12, 2019. To take advantage of the discount, your payment must be postmarked no later than April 12, 2019.

Payment
Accepted forms of payment are Visa, MasterCard, American Express or check. If you are completing the online registration form but wish to pay by check, please print out your completed online form to use as an invoice and mail with your check to:

SDA Headquarters, 7014 Old US Highway 68, Georgetown, OH 45121

REGISTRATION FEES

<table>
<thead>
<tr>
<th>Package Type</th>
<th>Early Bird by April 12</th>
<th>After April 12</th>
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<tbody>
<tr>
<td>All-Inclusive Conference Package</td>
<td>$700 Member</td>
<td>$875 Member</td>
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<tr>
<td>(includes Pre-Conference Workshop,</td>
<td>$1,000 Non-Member</td>
<td>$1,175 Non-Member</td>
</tr>
<tr>
<td>EDS19 Sessions, Welcome Reception</td>
<td></td>
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<tr>
<td>and Banquet)</td>
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<td></td>
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<tr>
<td>Basic Conference Package</td>
<td>$500 Member</td>
<td>$600 Member</td>
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<tr>
<td>(includes EDS19 sessions, Welcome</td>
<td>$800 Non-Member</td>
<td>$900 Non-Member</td>
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<tr>
<td>Reception and Banquet)</td>
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<tr>
<td>Single-Day Only</td>
<td>$375 Member</td>
<td>$450 Member</td>
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<tr>
<td>(Thursday, Friday or Saturday)</td>
<td>$675 Non-Member</td>
<td>$750 Non-Member</td>
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<tr>
<td>Welcome Reception Guests</td>
<td>$25.00/person</td>
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<tr>
<td>Saturday Banquet Guests</td>
<td>$85.00/person</td>
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<tr>
<td>Saturday Walking Tour (Optional)</td>
<td>$25.00/person</td>
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Registration Cancellation  All registration cancellations are considered official on the date they are received at SDA Headquarters. SDA will refund the entire registration fee minus a $75 processing charge for cancellations made prior to April 30, 2019. Refunds will not be processed until after the conference. There will be no refunds for cancellations received after April 30, 2019. In addition, refunds will NOT be provided for no-shows.
Connect

Welcome Reception
Thursday, May 16, 2019

Join us as we welcome everyone to Spokane! This is a great way to reconnect with colleagues and meet new ones for the first time.

What a wonderful way to jump-start EDS2019!

Dinner Dine-Arounds
Friday, May 17, 2019

Take in the local dining scene while you network with friends and associates. This is a popular EDSymposium tradition. Sign-up sheets will be posted at the registration desk along with menus and reservation times for a variety of local restaurants in the area. Space is limited and available on a first-come, first served basis. Consider bringing cash for ease of splitting the bill.
Closing Banquet  
Saturday, May 18, 2019

SDA invites you to the  
2019 Awards Celebration and Installation Banquet  
Saturday, May 18, 2019  
Cocktails 6:00pm | Dinner 7:00pm  
Celebrating Our Diamond Anniversary and  
60 Years of SDA History

Join us in celebrating all of the achievements of our SDA members including:  
Newly Certified Design Firm Administrators  
2019 Chapter Excellence Award Winner  
2019 Star Award Winners  
2019 Lifetime Achievement Award Winner  
2019 Fellow Recipient(s)  
Installation of the 2019-2020 National Officers  
Cost of Banquet Dinner is Included with the Full Conference Registration  
Attire is Cocktail Chic

EDSymposium19
Still need to be convinced to come to Spokane?
Look what prior EDSymposium attendees tell us!

“I thoroughly enjoyed the conference and getting to know others in the SDA community better.”

“The people that attend EDS are so friendly, helpful and encouraging. They make you feel a part of something BIGGER!”

“I love making new connections with SDA members from across the United States and Canada.”

“Experiencing the SDA Annual Business Meeting for the first time was amazing. The passionate yet professional debate was very informative. I enjoyed learning more about how my professional organization is organized and managed.”