

A MUST FOR LARGE-SCALE MANAGERS!



# Large-Scale Managers Workshop

## MANAGERS TRACK & OPERATIONS TRACK

SEPTEMBER 22-26, 2010 | RESTON, VIRGINIA

To help us better serve you, please complete all 5 sections of this form. Please type or print clearly.

**1** NAME \_\_\_\_\_  
DESIGNATIONS \_\_\_\_\_  
TITLE \_\_\_\_\_  
COMPANY/ASSN \_\_\_\_\_  
NICKNAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY/STATE/ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_  
EMAIL \_\_\_\_\_  
WEBSITE \_\_\_\_\_

- Please check here if this is new contact information.  
 Please check here if you have special needs in order to participate fully. *Please attach a written description.*

**2 REGISTRATION FEES:** Please check one type of registration below. A large-scale manager is a full-time, on-site community manager whose community has at least two of the following: 1,200 units; 1000+ acres; \$1,500,000+ annual operating budget.

- Full workshop—on or before August 11:  
member—\$595, nonmember—\$695 \$ \_\_\_\_\_
- Full workshop—after August 11:  
member—\$695, nonmember—\$795 \$ \_\_\_\_\_
- Guest ticket: \_\_\_\_\_ x \$250 each \$ \_\_\_\_\_  
*Guest ticket includes Welcome Reception (Wednesday), Breakfast (Thursday, Friday and Saturday), and Evening Dinner (Thursday, Friday and Saturday).*

**SUBTOTAL SECTION 2 \$ \_\_\_\_\_**

**3 SELECT YOUR EDUCATION TRACK:**

- General Manager  COO/or Operations

**4 GOLF REGISTRATION:** Join your colleagues for a round (course TBD) on Wednesday, September 22 at 9:00 a.m. Cost includes green and cart fees. **Registration is required by August 15, 2010 to participate.**

- One day package: Wednesday—\$100

I wish to be paired with:

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

HANDICAP \_\_\_\_\_  I have no pairing preference

**SUBTOTAL SECTION 4 \$ \_\_\_\_\_**

**SUBTOTAL SECTION 2 \$ \_\_\_\_\_**

**SECTION 4 \$ \_\_\_\_\_**

**PROCESSING FEE (PER PERSON) \$25 X \_\_\_\_\_ \$ \_\_\_\_\_**

**GRAND TOTAL \$ \_\_\_\_\_**

**5 PAYMENT METHOD:**

- Check (payable to CAI)  
 VISA  MasterCard  Discover  AmEx

AMOUNT \_\_\_\_\_

CARD NUMBER \_\_\_\_\_

EXP DATE \_\_\_\_\_

NAME ON CARD/COMPANY NAME \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_

CITY/STATE/ZIP+4 \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DLW

**> THREE CONVENIENT WAYS TO REGISTER!**

**ONLINE:** [www.caionline.org](http://www.caionline.org)

**MAIL:** CAI, P.O. Box 34793, Alexandria, VA 22334-0793

**CALL:** (888) 224-4321 (M-F, 9 a.m.–6:30 p.m. ET, credit card only)

**Restraint of Trade:** Whenever competitors within an industry gather together, appropriate care must be exercised to ensure that violations of anti-trust laws do not occur.

All participants of this meeting should avoid any collusive practices or discussions. Collusion is an agreement to fraud and most usually is evidenced in the following anti-trust violations: product boycott, restrictive market allocation, refusal to deal with a third party, and price restraining activities.

There need not be written or verbal agreements to fraud. Conversation regarding any of these sensitive areas may be construed as implicit violations.

You should avoid discussing pricing, such as the prices you pay and the prices you charge, including labor costs; market share and allocation; quality ratings of products or suppliers—particularly those that may cause a competitor to lock out or to cease purchasing from a specific supplier; any other areas that might have anti-competitive repercussions. For your own protection and the protection of your company, CAI recommends that should one of these subjects be brought up in any discussion, it would be in your best interest to voice your objections to it and disassociate yourself from the discussion should it continue.

**Cancellation Policy:** Full refunds will be issued if written cancellation is received by August 11, 2010. Cancellations received between August 12–31, 2010, are subject to a 50% administrative fee. Registration fees are not refundable after August 31, 2010.

**Private Party Policy:** All hospitality suites and hosted events must be reserved, approved and paid for through CAI. Hospitality suites/hosted events are not permitted during official Workshop activities. Non-sponsoring companies are not permitted to host events at the official hotel during the Workshop.

**CAI Suitcasing Policy:** CAI has a no tolerance policy regarding "suitcasing," which describes the practice by non-sponsoring companies or individuals of soliciting sales or sales leads in the lobbies and/or representing their services or soliciting Workshop participants for conflicting social activities.

**Violators of these policies will be ejected from the Workshop if applicable, and charged \$3000, which must be paid prior to registering as an attendee, exhibitor, or sponsor at any future CAI events.**