

# CAI ANNUAL CONFERENCE AND EXPOSITION

May 4-7, 2016 | Orlando, FL

Save \$50  
when you register  
by MARCH 30!

## 1 To help us better serve you, please complete ALL 8 sections of this form. Please type or print clearly.

NAME \_\_\_\_\_

NICKNAME FOR BADGE \_\_\_\_\_

CREDENTIAL(S) \_\_\_\_\_

FIRM/ASSOCIATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

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

TELEPHONE \_\_\_\_\_ FAX \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

MEMBER NUMBER \_\_\_\_\_

- Please check here if this is new contact information.  
 Please check here if you have special needs. Please attach a written description.

## 2 Full Conference Registration: Includes all education sessions, welcome reception, exhibit hall lunches and annual awards reception.

JOIN NOW & receive the member rate. Call (888) 224-4321.

	ON OR BEFORE MAR.30	AFTER MAR.30	TOTAL
Member	\$599	\$649	\$ _____
Nonmember	\$749	\$799	\$ _____
3rd and Additional Registrants <small>From same firm/association. Discount applies only when registrations are submitted together (members only).</small>	\$549	\$599	\$ _____
Homeowner Member	\$399	\$449	\$ _____
CAI Chapter President-Elect	\$399	\$449	\$ _____
CAI Chapter Executive Director	\$399	\$449	\$ _____

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

## 3 One-Day Registration Only: Includes all education sessions and social events that day. (Does NOT include chapter party.) Check the day you will attend.

	ON OR BEFORE MAR.30	AFTER MAR.30	TOTAL
Member: <input type="checkbox"/> Thurs. OR <input type="checkbox"/> Fri.	\$399	\$449	\$ _____
Nonmember: <input type="checkbox"/> Thurs. OR <input type="checkbox"/> Fri.	\$449	\$499	\$ _____

**SUBTOTAL SECTION 3 \$ \_\_\_\_\_**

## 4 Pre-Conference Course Registration: M-100 runs Mon.-Wed., May 2-4. Others run Mon.-Tues., May 2-3.

	MEMBER	NON-MEMBER	TOTAL
<input type="checkbox"/> M-100: The Essentials of Community Association Management (2.5 days)	\$445	\$545	\$ _____
<input type="checkbox"/> M-201: Facilities Management (1.5 days)	\$445	\$545	\$ _____
<input type="checkbox"/> M-202: Association Communications (1.5 days)	\$445	\$545	\$ _____
<input type="checkbox"/> M-203: Community Leadership (1.5 days)	\$445	\$545	\$ _____
<input type="checkbox"/> M-204: Community Governance (2 days)	\$445	\$545	\$ _____
<input type="checkbox"/> M-205: Risk Management (2 days)	\$445	\$545	\$ _____
<input type="checkbox"/> M-206: Financial Management (2 days)	\$445	\$545	\$ _____
<input type="checkbox"/> M-400: Contemporary Issues in Community Association Management (1 day)	\$445	\$545	\$ _____

If you are attending the full conference and a course, use the \$50 discount in section 7.

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

## 5 Guest Tickets: Events listed below are included in your full conference registration. Please indicate here ONLY if you need additional tickets for guests.

	ON OR BEFORE MAR.30	AFTER MAR.30	TOTAL
Welcome Reception/Wed.	_____ x \$50	_____ x \$60	\$ _____
Exhibit Hall Lunch/Thurs.	_____ x \$40	_____ x \$50	\$ _____
Exhibit Hall Lunch/Fri.	_____ x \$40	_____ x \$50	\$ _____
Annual Awards Reception/Fri.	_____ x \$80	_____ x \$90	\$ _____

**SUBTOTAL SECTION 5 \$ \_\_\_\_\_**

## 6 CAI Central Florida Chapter Party: Join CAI's Central Florida chapter for an evening of fun with friends old and new. (The chapter party is NOT included in your conference registration. It's an additional fee.)

CAI Central Florida Chapter Party/Thurs. \_\_\_\_\_ x \$125 \$ \_\_\_\_\_

**SUBTOTAL SECTION 6 \$ \_\_\_\_\_**

## 7 Subtotals

SECTION 2 \$ \_\_\_\_\_  
 SECTION 3 \$ \_\_\_\_\_  
 SECTION 4 \$ \_\_\_\_\_  
 SECTION 5 \$ \_\_\_\_\_  
 SECTION 6 \$ \_\_\_\_\_

I AM ALSO TAKING A PMDP COURSE (-\$50) \$ \_\_\_\_\_

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

**Cancellation:** Full refunds will be issued if written cancellation is received on or before March 23, 2016. Cancellations received between March 24-April 6, 2016, are subject to a 50% administrative fee. Registration fees are not refundable after April 6, 2016. All tickets purchased onsite are nonrefundable.

**CAI Suitcasing Policy:** CAI has a no-tolerance policy regarding "suitcasing," which describes the practice by nonexhibiting companies or individuals of soliciting sales or sales leads in conference hotel, on the tradeshow floor, in the aisles or lobbies and/or representing their services or soliciting conference participants for conflicting social activities (including Chapter Party) and wearing company logo wear.

Nonexhibiting suppliers participating in the conference as attendees or speakers are prohibited from soliciting business on the tradeshow floor, in or after sessions, or in the conference hotel.

It is considered bad form to conduct business outside of your booth. Talking to clients or prospects in or in front of someone else's booth is also a violation of CAI policy and will not be tolerated. All parts of the exhibit must remain in exhibitor's assigned space. No exhibit will be allowed to infringe upon aisle space.

Prospective exhibitors who want to check out the show will be given a guest badge and escorted through the exhibit hall by a CAI staff member.

**Private Party Policy:** All hospitality suites and hosted events must be approved by CAI. Hospitality suites/hosted events are not permitted during official conference activities. Nonexhibiting companies are not permitted to host events at the official hotel during the conference. E-mail Holly Carson, CMP, director of meetings, with your requests at hcarson@caionline.org.

**Violators** of these policies will be ejected from the show and charged the single-booth rate (\$1,750), which must be paid prior to registering as an attendee, exhibitor or sponsor at any future CAI conference or other event. In addition, CAI will have the hotel cancel the illegal function at violator's expense.

## 8 Payment Information: All registrations must include payment.

**Paying by credit card?** Register online to receive instant receipt of payment. Go to the 2016 Annual Conference ([www.caionline.org/events](http://www.caionline.org/events)) web page, and click on the "Registration" tab.

**Paying by check?** Mail form with payment to CAI, P.O. Box 34793, Alexandria, VA 22334-0793

Check Enclosed (made payable to CAI)

If you have questions regarding payment, please call (888) 224-4321 or (703) 970-9220 (M-F, 9-6:30 ET).

