

# ATTENDEE REGISTRATION

## 4 EASY WAYS TO REGISTER

- ONLINE** [www.IBTTA.org/BALTIMORE](http://www.IBTTA.org/BALTIMORE)  
**FAX** Complete this form and fax to (202) 659-0500  
**EMAIL** to Harry Smith – [hsmith@ibtta.org](mailto:hsmith@ibtta.org)  
**MAIL** Complete form below and send it with payment to:  
 IBTTA, 1146 19th Street, NW Suite 600, Washington, DC 20036

### PLEASE COMPLETE ONE FORM PER REGISTRANT

First Name \_\_\_\_\_ Last Name \_\_\_\_\_  
 Title \_\_\_\_\_ Name for Badge \_\_\_\_\_  
 Organization \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Email \_\_\_\_\_  
 Guest Name \_\_\_\_\_ Name for Badge \_\_\_\_\_

### 1. REGISTRATION FEES *(All fees are per person in U.S. dollars.)*

After **October 3, 2018**, registrations will only be accepted on-site. If your registration is confirmed by **October 3, 2018**, your name will appear in the registration list prepared for attendees. Registration Fees include all meals, receptions and events listed in the Program with the exception of individually priced tours. Your organization's dues must be paid to qualify for the member rate.

|  | Early-Bird Discount Through October 3, 2018 |            | After October 3, 2018 |            |
|--|---|------------|-----------------------|------------|
|  | Member                                      | Non-Member | Member                | Non-Member |
| Delegate                                     | \$875.00                                    | \$1,375.00 | \$950.00              | \$1,450.00 |
| Government <sup>1</sup>                      | \$675.00                                    | \$975.00   | \$750.00              | \$1,050.00 |
| DBE/WBE/MBE/SBE Member Delegate <sup>2</sup> | \$675.00                                    | \$1,375.00 | \$750.00              | \$1,450.00 |
| Speaker/Moderator                            | \$450.00                                    | \$450.00   | \$450.00              | \$450.00   |
| Guest <sup>3</sup>                           | \$425.00                                    | \$425.00   | \$425.00              | \$425.00   |
| Media <sup>4</sup>                           | No fee. Sessions only. Requires Approval.   |            |                       |            |

### 2. TECHNICAL TOURS

Please register to guarantee participation. Tickets will be sold on-site but are subject to availability.

|   | # OF TICKETS | PRICE           | AMOUNT         |
|---|--------------|-----------------|----------------|
| <input type="checkbox"/> <b>Chesapeake Bay Bridge (limited)</b><br>Sunday, October 14 • 8:30am – Noon                         | _____        | x \$40.00       | = \$_____      |
| <input type="checkbox"/> <b>Ft. McHenry Tunnel and MDTA Operations Center (limited)</b><br>Sunday, October 14 • 8:30am – Noon | _____        | x \$40.00       | = \$_____      |
|   |              | <b>SUBTOTAL</b> | <b>\$_____</b> |

### 3. SPECIAL EVENTS

Special Events are included in all Delegate, Speaker/Moderator and Guest Registration Fees.

I plan to attend the following events:

- Welcome Reception for New Members & First-Time Attendees**  
Sunday, October 14 • 3:30pm – 4:30pm
- Opening Event: Ravens Stadium**  
Sunday, October 14 • 6:00pm – 10:00pm
- Closing Banquet & Silent Auction**  
Tuesday, October 16 • 6:30pm – 10:00pm
- I am a **Leadership Academy alum** and will be attending the Strategic Development Workshop.  
Saturday, October 13 • 1:00pm – 5:00pm
- I plan on attending the following: (see page 7)
  - CAV Working Group**  
Sunday, October 14 • 10:00am – Noon
  - Communications/Marketing**  
Sunday, October 14 • 2:00pm – 4:00pm
  - Procurement, Contracting & Creative Competition**  
Sunday, October 14 • 2:00pm – 4:00pm

### Fee Information

Delegate and speaker/moderator registration fees include all functions in the official program.

<sup>1</sup> Government rates apply to employees and/or members of governing body of international, federal, state, county and local provincial governments.

<sup>2</sup> See [IBTTA.org/member-categories](http://IBTTA.org/member-categories) for eligibility. Only members can access this rate.

<sup>3</sup> Guest refers to a spouse or personal friend, not a business associate or staff member. Guest rate includes all meal functions, receptions and the Sunday and Tuesday evening events.

<sup>4</sup> Members of credentialed media are welcome to attend sessions only and must check in at IBTTA registration desk. Contact Bill Cramer, [bcramer@ibtta.org](mailto:bcramer@ibtta.org) to register.

### Refund and Cancellation Policy

Full registration refunds less \$75 administrative fee will be made if cancellation is received in writing by IBTTA before October 3, 2018. No refunds will be issued after this date. Tours are subject to cancellation if minimums are not met. No refunds will be issued for tour reservations canceled after October 3, 2018. No refunds will be issued for no-shows. Substitutions are allowed at any time.

### Special Requirements

If you have special meal or other requirements, please contact Anna Sohriakoff at [asohriakoff@ibtta.org](mailto:asohriakoff@ibtta.org).

### Registration Questions?

Contact Harry Smith, IBTTA Registrar, at [hsmith@ibtta.org](mailto:hsmith@ibtta.org) or (202) 659-4620 x10.

### PAYMENT SUMMARY

|                      |                |
|----------------------|----------------|
| 1. Registration Fees | \$_____        |
| 2. Technical Tours   | \$_____        |
| <b>Total Due</b>     | <b>\$_____</b> |

### METHOD OF PAYMENT

I wish to use the credit card listed below:

Visa  MasterCard  American Express

Card Number \_\_\_\_\_

Exp. Date \_\_\_\_\_ CVV number \_\_\_\_\_

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

Authorized Signature (only if paying by credit card) \_\_\_\_\_

Billing Address if Different from Above \_\_\_\_\_

- Check enclosed
- Wire Transfer Pending  
(Contact Harry Smith at [hsmith@ibtta.org](mailto:hsmith@ibtta.org))

NOTE: If you would like to have your professional fees billed separately from your personal fees, please contact Harry Smith at (202) 659-4620 x10 or [hsmith@ibtta.org](mailto:hsmith@ibtta.org).

I have read and understand the payment and cancellation policies outlined above.

Signature \_\_\_\_\_

Date \_\_\_\_\_