The Basics of Business Development Registration Form

Your Information

FIRST NAME _____ LAST NAME _____

TITLE _____ COMPANY _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ E-MAIL _____

SMPS # _____ PROMOTIONAL CODE _____

Dates and Cities

- ☐ March 27, 2012 Houston, TX SOLD OUT
- ☐ April 3, 2012 Kansas City, MO
- ☐ April 19, 2012 Honolulu, HI
- ☐ April 10, 2012 Philadelphia, PA
- ☐ May 15, 2012 Indianapolis, IN
- ☐ July 11, 2012 San Francisco, CA

Four Easy Ways to Register

Online: www.smps.org/bdbasics

Fax: 703.549.2498

Toll Free: 800.292.7677, x223

Mail: SMPS, Attn: Education
123 N. Pitt Street
Suite 400
Alexandria, VA 22314

Cancellation Policy

Cancellations must be received in writing and sent to SMPS , Attn: Education, 123 N. Pitt Street, Suite 400, Alexandria, VA 22314. The registration fee will be refunded if cancellation is received two weeks prior to the event. No registration fees will be refunded with less than two weeks' notice. A substitute may attend for no extra charge or registration can be transferred to the same event in another city within 12 months of the original event, provided SMPS is notified of the substitution or transfer prior to the start of the event. A registration can be transferred only once and fees cannot be refunded after a transfer has been made. If SMPS cancels a workshop for any reason, SMPS' liability is limited to the workshop fee.

Registration Fees

Your registration fee includes course materials, continental breakfast, lunch, and coffee breaks.

	Early*	Regular	Build Business Attendee**
☐ **SMPS Member**	$345	$395	$295
☐ **Nonmember**	$495	$545	$445

Less $100/person Team Discount*** ..... $_____
(If applicable)

Total Due ..... $_____

Payment Method

☐ Check Enclosed (payable to SMPS)
Check #_____

☐ VISA ☐ MasterCard ☐ American Express

CREDIT CARD # _____

EXPIRATION DATE _____ SECURITY CODE _____

SIGNATURE (REQUIRED FOR CREDIT CARD PAYMENTS) _____

Discounts: *Discount of $50/person applies to registrations received and paid 30 days prior to program date. **Applies only to July 11, 2012 program in San Francisco, CA. ***Teams of three or more employees from the same company benefit from a $100/person discount. Fax all discount registrations to 703.549.2498. Member registration rates apply to the named SMPS member and are not transferrable.