

ICMA's 100th Annual Conference

REGISTRATION FORM



Please read instructions before completing registration form.

Discounted registration rates for ICMA members are available by registering online at icma.org/conference2014.

REGISTRANT INFORMATION

For speedier processing, please supply your six-digit ICMA Member ID, which can be found on your ICMA membership card and on the PM magazine mailing label above your name. ID Number: _____

Business Telephone Number _____ Business Fax Number _____

E-Mail Address _____

Please complete the following information exactly as you want it to appear on your badge.

First Name or Nickname		
Full Name (First, M.I., Last)		
Title		
Organization		
Mailing Address		
City	State	Zip
Country	Province	

- Check here if this is your first ICMA Conference
- Check here if this is your partner's first ICMA Conference
- Check here if you require special accessibility or assistance during the conference.
Send a letter with your registration specifying your needs.

All main registrant badges will have the registrant's postal and e-mail addresses contained in a bar code, which can be scanned by our exhibiting companies at the registrant's discretion.

- Check here to have your e-mail address suppressed in the badge bar code.

REGISTRATION *All fees are in U.S. currency*

*Discounted rates for ICMA members are available online!

Type of Registration	No.	Fee	Total Fee
ICMA Member* Through July 8		\$ 670.00	
Nonmember		\$ 1,100.00	
ICMA Member* Through August 14		\$ 735.00	
Nonmember		\$ 1,160.00	
ICMA Member* After August 14		\$ 790.00	
Nonmember		\$ 1,210.00	
Life Member LIFE		\$ 140.00	
Retired Member RETIR		\$ 140.00	
Full-time Academic FTA		\$ 250.00	
Honorary Member HONOR		Complimentary	
Range Riders RR		Complimentary	
ICMA Student Member STUD		Complimentary	
Member in Transition MIT		Complimentary	
Nonmember Speaker NMSP		Complimentary	
Partner (Please fill in for badge)	9	\$ 100.00	
First Name/Nickname _____			
Last Name _____			
E-Mail Address _____			
Partners' Program (Preregistration is required)			
<input type="checkbox"/> Brunch and Session: Monday, Sept. 15 10 a.m.-12:30 p.m.	54	No charge	
Service Project: Tuesday, Sept. 16 10 a.m.-12:30 p.m.			
<input type="checkbox"/> a. Safe Alliance	58a	No charge	
<input type="checkbox"/> b. Dove's Nest Program	58b	No charge	
Children (Please fill in for badges if attending)	10		
Name _____			
Name _____			
Name _____			
Special Guest VIP		Complimentary	
Partner of Special Guest (Please fill in for badge)	11		
First Name/Nickname _____			
Last Name _____			
Subtotal 1: Registration			\$

SPECIAL INTERNATIONAL WORKSHOP

	No.	Fee	Total Fee
Friday, September 12, 2-6 p.m.;			
Saturday, September 13, 9 a.m.-4 p.m.			
International Workshop: Working and Volunteering Internationally			
ICMA Member	12	\$ 350.00	
Nonmember		\$ 400.00	
Subtotal 2: International Workshop			\$

ICMA UNIVERSITY WORKSHOPS

Attendance is limited to 30-50 participants for each workshop.

	No.	Fee	Total Fee
Saturday, September 13, 8 a.m.-noon			
Collaborative Leadership	13	\$ 175.00	
Equity Investments	14	\$ 175.00	
Leadership and Management in a Crisis	15	\$ 175.00	
Leading Your Organization	16	\$ 175.00	
Moving Forward with Data	17	\$ 175.00	
Public Engagement	18	\$ 175.00	
Working on Purpose	19	\$ 175.00	
Saturday, September 13, 1-5 p.m.			
Fatal Flaws of Council-Manager Relationship	20	\$ 175.00	
Inspire Your Workforce	21	\$ 175.00	
Interpersonal Leadership	22	\$ 175.00	
Leading Change Isn't a Spectator Sport	23	\$ 175.00	
Maximizing Survey Results	24	\$ 175.00	
Navigating with Your Elected Officials	25	\$ 175.00	
Persuasion and Influence	26	\$ 175.00	
Sunday, September 14, 8 a.m.-noon			
Employee Engagement	30	\$ 175.00	
Use Data to Manage Your Police, Fire, and EMS	31	\$ 175.00	
Moving Your Organization toward Higher Performance	32	\$ 175.00	
Navigating with Your Elected Officials	33	\$ 175.00	
The Next 10 Years	34	\$ 175.00	
Annual Leadership Institute	35	\$ 199.00	
Sunday, September 14, 8-10 a.m.			
Stress: What If You Could Make It Work for You	36	No charge	
Sunday, September 14, 10 a.m.-noon			
ICMA-RC Funds Overview: Understanding Your Investments	38	No charge	
Subtotal 3: ICMA University Workshops			\$

OTHER WORKSHOPS

	No.	Fee	Total Fee
Saturday, September 13, 8:30 a.m.-4:45 p.m.			
Engaging Your Community	37	\$ 239.00	
Sunday, September 14, 10:00 a.m.-noon			
The Path to Community Solar	39	No charge	
Subtotal 4: Other Workshops			\$

ICMA UNIVERSITY FORUMS

Attendance is limited to 250 participants for each forum.

	No.	Fee
Sunday, September 14, 12:45-2:45 p.m.		
BreakThrough Conflict	45	No charge
Civility and Civic Engagement	46	No charge
Collaboration Is All Well and Good	47	No charge
Leadership ICMA Class of 2014	48	No charge
Wednesday, September 17, 10:45 a.m.-12:45 p.m.		
Building Your Organizational Technology Strategy	62	No charge
Creating Civil Public Conversations	63	No charge
Hiring Executives with Emotional Intelligence	64	No charge

Name:

Organization:

Phone:

CONFERENCE EVENTS

*Youth tickets for adult events apply to ages 6 through 16, except where indicated. Under 6 for adult events—no charge.

Saturday, September 13		No.	Fee	Total Fee
Reception: NASCAR Hall of Fame 6:30-8:30 p.m.	Adult 27 Youth* 27a		\$ 35.00 \$ 25.00	
Sunday, September 14				
Sports: 5K Fun Run/Walk 7-9:30 a.m.	29		\$ 25.00	
Sports: Golf Tournament 7 a.m.-2 p.m.	29a		\$ 100.00	
Speed Coaching 10-11:45 a.m.	<input type="checkbox"/> Coach 40a <input type="checkbox"/> Coachee 40b		Complimentary	
Sports: Disc Golf 10 a.m.-2 p.m.	41		\$ 50.00	
Field Demo: Charlotte's Tree Canopy 12:45-2:15 p.m.	42		\$ 20.00	
Field Demo: Mecklenburg County: Placemaking 12:45-2:15 p.m.	43		\$ 20.00	
Women's Luncheon 12:45-2:45 p.m.	44		\$ 40.00	
<i>One ticket for the Welcoming Reception is included in the registration fee for paid registrants. Unless otherwise indicated, individuals receiving complimentary registrations must purchase a ticket to attend the reception. Do NOT purchase a ticket unless your registration is complimentary.</i>				
Welcoming Reception: A Taste of the Carolinas 5-7 p.m.	Adult 49 Youth* 50		\$ 40.00 \$ 30.00	
Sports: Bowling 7:30-10:30 p.m.	51		\$ 25.00	
Monday, September 15				
Inspirational Breakfast 7-8:15 a.m.	52		\$ 35.00	
Field Demo: Rock Hill, South Carolina 9:45 a.m.-12:15 p.m.	53		\$ 20.00	
Assistants' Luncheon 11:15 a.m.-12:30 p.m.	55		\$ 40.00	
Field Demo: Charlotte's Levine Center for the Arts 12:45 p.m.-3:15 p.m.	56		No charge	
Field Demo: Kannapolis, North Carolina 12:45 p.m.-4 p.m.	57		\$ 20.00	
Tuesday, September 16				
Field Demo: CharMeck 311 12:45-4 p.m.	59		\$ 20.00	
Evening: 100th Anniversary Celebration 6-11 p.m.	Adult 60 Youth* 61		\$ 35.00 \$ 25.00	
Daily, Sunday-Wednesday				
Yoga 7-8 a.m.	28		\$ 20.00	
Subtotal 5: Conference Events				\$
Subtotal 4: Other Workshops Forward				\$
Subtotal 3: ICMA U Workshops Forward				\$
Subtotal 2: International Workshop Forward				\$
Subtotal 1: Registration Forward				\$
Total				\$
<input type="checkbox"/> I am including a contribution to the Fund for Professional Management with my registration				Fund Contribution \$
Please direct my contribution:				
<input type="checkbox"/> 100% to the Fund's traditional work				
<input type="checkbox"/> 100% to the Life, Well Run campaign				
<input type="checkbox"/> Split evenly between the Fund's traditional work and the Life, Well Run campaign				
Combined Total				\$
Special Discount Taken (provide description in box in right column)				\$

PAYMENT METHOD (Check all that apply. Please print clearly.)

<input type="checkbox"/> Check Enclosed	Amount	\$
<input type="checkbox"/> P. O. #/Voucher _____ (Invoices must be paid in full to receive registration materials.)	Amount	\$
<input type="checkbox"/> Credit Card (Please fill out information below)	Amount	\$
Credit Card Number One	Amount	\$
<input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express		
Acct. # _____ Exp. date _____		
Cardholder's Name (as it appears on card) _____		
Cardholder's Address (This must be filled out for the registration to be processed) _____		
Signature _____ Date _____		
Credit Card Number Two	Amount	\$
<input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express		
Acct. # _____ Exp. date _____		
Cardholder's Name (as it appears on card) _____		
Cardholder's Address (This must be filled out for the registration to be processed) _____		
Signature _____ Date _____		
Must match "combined total" on left		Total Amount \$

Register online at:

icma.org/conference2014

OR

Mail registration form & payment to:

ICMA
P.O. Box 79403
Baltimore, MD 21279-0403

OR

Fax registration form with credit card payment to:

202-962-3678

TOUR TICKETS

Purchase tour tickets online at icma.org/conference2014.

Enter a brief explanation for discount taken.

HOW TO REGISTER

REGISTRATION RATES AND DEADLINES

Take advantage of the lowest registration rate for ICMA members: register online by July 8.

Online registration rates and deadlines		
Deadlines—Register Online	Registration Rates	
	Members	Nonmembers
by July 8:	\$ 645.00	\$1,100.00
by August 14:	\$ 710.00	\$1,160.00
after August 14:	\$ 765.00	\$1,210.00

Mailed or faxed registration rates and deadlines		
Deadlines—Postmarked	Registration Rates	
	Members	Nonmembers
by July 8:	\$ 670.00	\$1,100.00
by August 14:	\$ 735.00	\$1,160.00
after August 14:	\$ 790.00	\$1,210.00

Members: To register as a member, your ICMA membership status must be current. If you would like to verify your status, call ICMA Member & Customer Support toll free at 800-745-8780 or 202-962-3680; or e-mail customerservices@icma.org.

Note: ICMA membership is for individuals only. If you are not currently a member, use the nonmember category fees.

Nonmembers: Take this opportunity to join ICMA and receive a discount on conference registration, as well as many other membership benefits. To join online or download a membership application, go to icma.org/apply. All membership applications and conference registrations must be received by ICMA by July 8 to qualify for the lowest member registration fee.

PAYMENT METHODS

If payment is not received at the Baltimore address by September 4, on-site payment may be required. No one may pick up registration materials without payment.

Credit card payments may be mailed or faxed. Faxed forms will be accepted only if payment is made using a MasterCard, VISA, or American Express credit card number. Purchase order numbers cannot be accepted for fax registrations. The fax number is 202-962-3678. **IF YOU FAX YOUR REGISTRATION FORM, DO NOT ALSO MAIL YOUR FORM OR YOU MAY BE CHARGED TWICE.** Registrations will not be accepted over the telephone. Written confirmation of your registration will be mailed within 15 business days of receipt of your registration form.

To inquire about payment plan options, contact ICMA Member & Customer Support toll free at 800-745-8780 or 202-962-3680; or e-mail customerservices@icma.org.

WHERE TO SEND YOUR FORM

Complete this conference registration form; include your check, credit card number, or purchase order/voucher; and mail to:

ICMA
P.O. Box 79403
Baltimore, MD 21279-0403

Make checks payable to ICMA.

DO NOT mail your conference registration to the ICMA headquarters address in Washington, D.C.

QUESTIONS?

Call ICMA Customer Service at 800-745-8780 or 202-962-3680 or e-mail your question to customerservices@icma.org.



CANCELLATION AND REFUND POLICY

All registration cancellations will be charged a \$75 processing fee regardless of when received. ICMA University workshop cancellations are charged an additional \$35 processing fee.

Cancellation requests must be in writing! Conference registration cancellations and/or cancellations of social event, sports, luncheon, or field demo tickets will be accepted through Tuesday, September 9. No cancellations will be accepted after Tuesday, September 9.

There is no processing fee for ticket refunds. This policy is intended to assist those attendees who are forced to cancel at the last minute because of unanticipated job demands. Refunds will be processed no later than 15 days from the conference end.

There will be no ticket refunds at the conference. However, for your convenience in making last-minute changes in plans, a ticket brokerage desk will be set up on site at the conference, where we will attempt to sell your tickets for cash only to other attendees. Please note that because of guarantee requirements on ticketed events, no ticket brokerage sales for an event will take place until the event is sold out.

Address all cancellations to:

ICMA Conference Cancellations
Attention: Alex Harrison
777 North Capitol Street, NE
Suite 500
Washington, D.C. 20002-4201
FAX (202) 962-3678
E-mail: customerservices@icma.org

SPECIAL REGISTRATION DISCOUNTS

MEMBERS WHO ARE FIRST-TIME ATTENDEES

ICMA members in the conference region (Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Virginia, West Virginia) who are attending their first ICMA conference are eligible for a \$200.00 discount off the registration fee. Please enter the discount taken and a brief explanation in the "Special Discount Taken" line in the payment section of the registration form.

ICMA members outside of North America who are attending their first ICMA conference are eligible for half-price registration. Please enter the discount taken and a brief explanation in the "Special Discount Taken" line in the payment section of the registration form.

ICMA AFFILIATE MEMBERS WHO ARE EARLY-CAREER PROFESSIONALS

Early-career professionals, defined as ICMA U.S. Affiliate Members who are entry-level to mid-management local government staff (not department heads), are eligible for a \$300.00 discount off the registration fee. Please enter the discount taken and a brief explanation in the "Special Discount Taken" line in the payment section of the registration form.

MEMBERS IN TRANSITION

If you have been fired or forced to resign your position in local government and are now "in transition," ICMA will provide complimentary registrations for you and your partner. ICMA will also provide you and your partner with complimentary tickets to the Sunday Welcoming Reception. Register under the "Members In Transition" category or

register online, but ICMA's membership department must have been notified of your status for you to use this option.

IMPORTANT REMINDERS

The Welcoming Reception on Sunday, September 14, is included in the registration fee for all paid registrants. Unless otherwise indicated, individuals receiving complimentary registrations, including Honorary Members, Student Members, nonmember speakers, Range Riders, special guests and their partners, press, and children age 6 and older must purchase a ticket if they are interested in attending the Welcoming Reception.

- All mail-in registrations received after September 4 will be treated as on-site registrations.
- To avoid duplicate billings and registrations, if you fax your registration form, please do not also mail your form.
- You will receive written confirmation within 15 business days of receipt of your registration form.
- No registrations or cancellations will be accepted over the telephone.
- No registration cancellations will be accepted after September 9.
- No ticket cancellations for social events, sports events, luncheons, or field demos will be accepted after September 9.

VISIT US ONLINE AT
icma.org/conference2014