

2019 AILA Annual Conference Registration Form

Register online at agora.aila.org OR send this completed form to: 2019 AILA Annual Conference, PO Box 424062, Washington, DC 20042-4062
 OR submit by fax to 202-318-8345

1. Registration Information Please make copies of the registration form for each registrant. **One name per form.** Registration not transferable.

Name	AILA Member #	
Firm/Organization		
Address	City	State
Country	Zip/Postal Code	
Phone	Fax	E-mail

2. Registration Fees

AILA Members*	Early-Bird (by May 6) <input type="checkbox"/> Optional Layaway Plan (3 installment payments)	Advance (after May 6)	Total
<input type="checkbox"/> AILA Member/AILA International Associate	\$855 + <input type="checkbox"/> \$99 Recording	\$1,105 + <input type="checkbox"/> \$99 Recording	=\$
<input type="checkbox"/> AILA Member's Paralegal ⁴	\$855 + <input type="checkbox"/> \$99 Recording	\$1,105 + <input type="checkbox"/> \$99 Recording	=\$
Attention AILA Member's Paralegals: Please include member's name and AILA number below: Name: _____ AILA Number: _____			
<input type="checkbox"/> Nonprofit AILA Member ¹	\$705 + <input type="checkbox"/> \$99 Recording	\$955 + <input type="checkbox"/> \$99 Recording	=\$
<input type="checkbox"/> AILA Law Student Member ²	\$605 + <input type="checkbox"/> \$99 Recording	\$855 + <input type="checkbox"/> \$99 Recording	=\$
<input type="checkbox"/> Retired/Senior AILA Member	\$440 + <input type="checkbox"/> \$99 Recording	\$690 + <input type="checkbox"/> \$99 Recording	=\$
Nonmembers*	Early-Bird (by May 6)	Advance (after May 6)	Total
<input type="checkbox"/> Nonmember Attorney	\$1,105 + <input type="checkbox"/> \$99 Recording	\$1,355 + <input type="checkbox"/> \$99 Recording	=\$
<input type="checkbox"/> Nonprofit Non AILA Member ¹	\$870 + <input type="checkbox"/> \$99 Recording	\$1,120 + <input type="checkbox"/> \$99 Recording	=\$
<input type="checkbox"/> Nonmember Law Student ²	\$720 + <input type="checkbox"/> \$99 Recording	\$970 + <input type="checkbox"/> \$99 Recording	=\$
<input type="checkbox"/> Other Nonmember Please specify: _____	\$1,105 + <input type="checkbox"/> \$99 Recording	\$1,355 + <input type="checkbox"/> \$99 Recording	=\$
Non Attorney/Non Paralegal Guest ³	Early-Bird (by May 6)	Advance (after May 6)	Total
Total Number of Guest(s): _____	\$120/Guest	\$120/Guest	=\$
Guest Name(s) for Badge(s): _____			

Attention Non-Attorneys: All registrations are subject to approval. Attendance at AILA conferences and seminars is solely restricted to AILA members and their employees, government employees, and nonmember attorneys. Non-attorney attendance is limited to the employees of AILA members in good standing, to HR professionals who have an AILA member reference, employees of accredited educational institutions providing support to international student and scholar services at their employing institutions, and accredited representatives under 8 CFR §292.2. AILA will reject conference registrations from persons who provide representation without authorization in violation of 8 CFR §292.1, such as for-profit "immigration consultants" and "notarios." Please sign below as proof of compliance with the above restrictions:

X _____

***Register before June 19 and you can also purchase a full set of digital conference recordings for only \$99!**
The recordings must be purchased at the time of conference registration, and will be available following the conference via your Agora Digital Library. At the conference, regular rates will apply.

¹ A separate signed statement certifying full-time employment by a non-profit agency on agency letterhead must be attached.
² A separate signed statement must be attached indicating the law school at which you are enrolled with expected date of graduation and certifying full-time status.
³ Guest registration fee includes the Grand Opening Gala, Presidents Reception, Saturday Night Party, and Exhibit Hall access. Fee does not include admission to the CLE sessions. Children are not permitted in the CLE sessions. Badges must be worn at all times and for admission to all events. Guest rate not available for attorneys or paralegals.
⁴ Please note, all paralegals must first create a paralegal account on AILA.org and complete the AILA member paralegal verification process in order to register for AILA products and services. Non-member paralegals are not eligible to register. **Paralegals cannot register for AILA conferences until the verification process is complete.**

3. Payment Information

TOTAL \$

Full Amount Layaway Plan for Early-Bird Only (Credit Card Only—3 equal installments will be charged to your credit card on date registration is received/April 25/May 25)
 If neither box is marked, you will be charged the full amount.

<input type="checkbox"/> Check Enclosed	Charge My: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Discover
Name on Credit Card	CVV Code
Card#	Exp. Signature

Cancellation Policy: Registration cancellations received by May 6, 2019, entitle registrants to a full refund. Cancellations received between May 6, 2019 and June 6, 2019, are subject to an administrative charge of \$100. No cancellation requests will be accepted after June 6, 2019, but the conference materials will be made available to all registrants in their AILA Agora Digital Libraries. All cancellation requests must be received in writing. **Notice:** All registrations and reservations are subject to acceptance. Registrations and reservations without payment will be returned. Registrations are NOT transferable and cannot be split among conference attendees. Any and all liability of AILA with respect to registration, reservations, cancellations, changes in the date, location or content of the program, and refunds is limited to a sum no greater than the registration fee paid. Under no circumstances shall AILA be liable for incidental or consequential damages of any kind, including, but not limited to, the cost of transportation or lodging. Submission of registration and payment constitutes acceptance of the terms and conditions herein.