

Vendor Registration Form

Innovative Environmental Technologies Symposium

February 22, 2007

Rockingham County Fairgrounds, Harrisonburg, Virginia

Please print or type—complete a separate form for each participant

Name

Title

Organization

*Organization's FID#

Address

City State Zip

Daytime Phone Fax

E-mail

Signature

Registration fee: \$200

Registration includes refreshments, booth set-up or equipment display, and electricity at your booth.

Method of payment: Payment is required prior to program attendance. Registration will be processed when payment is received.

- Check enclosed (Make payable to: Treasurer, Virginia Tech CE)
- Credit Card: VISA MC AmEx

Card Number Exp. Date

Cardholder Name

- Do you require electricity?
- Do you need a booth or an equipment display?

Return form by **February 16, 2007**
(no staples, tape, or paper clips, please) to:

Conference Registrar
 Continuing and Professional Education
 Virginia Tech, Mail Code 0272
 702 University City Blvd.
 Blacksburg, VA 24061

phone: 540/231-5182
 fax: 540/231-3306 (for credit card registrations only)

Refund and Cancellation Policy

Requests for refunds will be honored when received seven calendar days prior to the program. However, another person may be substituted at any time for this program. A \$25 administrative fee will be deducted for cancellations. In the unlikely event that this program is cancelled or postponed due to insufficient enrollments or unforeseen circumstances, the university will fully refund registration fees but cannot be held responsible for any other expenses, including cancellation or change charges assessed by airlines, hotels, travel agencies, or other organizations.

For weather or disaster-related program cancellation or postponement information, please call 540-231-9489.

*Necessary to process a refund payable to any company, agency or government.
 The information you provide is subject to the Freedom of Information Act guidelines.

Office Use	Received	AMT: _____
		CHK#: _____
		DPST: _____
		DATE: _____