

Conference Registration Form
Schedule Impact Analysis 101
July 9-11, 2008
Virginia Tech Campus • Blacksburg, Virginia

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

Name _____

Title _____

Organization _____ *Org.'s FID# _____

Address _____

City _____ State _____ Zip _____

Daytime Phone No. _____ Fax No. _____

E-mail _____

Signature _____

Registration fee: \$1,500

Shuttle service will be provided between the Courtyard by Marriott and Patton Hall on the Virginia Tech campus. Do you plan to use this shuttle service? _____

Lunch is buffet to accommodate most dietary needs. However, if you have any medically necessary dietary requirements, please let us know: _____

Method of payment: *Payment of registration fees 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 No. _____ Exp. Date _____

Cardholder name _____

Cardholder signature _____ Date _____

Return with payment by **July 1, 2008** (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 by July 1, 2008. However, another person may be substituted at any time for this program. A \$75 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.

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

**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.*