

ADVANCE REGISTRATION INFORMATION



THREE WAYS TO REGISTER

ONLINE at www.aallnet.org/conference. Purchase orders and checks are accepted as a form of online payment for advance registration.

FAX your completed registration form to 508.743.9600 by **June 14**.

MAIL your completed registration form (one per person) with payment (must be postmarked by **June 14**).

Note: In order to qualify for the early lower rate, registrations must be postmarked, faxstamped, or submitted online by **May 17**.

REGISTRATION PACKAGE OPTIONS

Visit www.aallnet.org/conference to view the registration package options and details.

ADDITIONAL REGISTRATION ITEMS

These additional registration items **must be purchased by June 14**. Enter item codes in **Section III on the Registration Form**. For workshop and PLLIP-SIS Summit descriptions, visit: www.aallnet.org/conference.

WORKSHOPS/CONELL

W1: FCIL Bootcamp: Basic Training

Saturday, July 13 • 8:45 a.m.–12:00 p.m. (8:15 a.m. check-in)

Member Item Code: W1M \$60.00

Nonmember Item Code: W1NM \$90.00

W2: FCIL Bootcamp: Advanced Training

Saturday, July 13 • 1:00 p.m.–5:00 p.m. (12:30 p.m. check-in)

Member Item Code: W2M \$60.00

Nonmember Item Code: W2NM \$90.00

W3: Regex Rules! Using Regular Expressions with MarcEdit

Saturday, July 13 • 9:00 a.m.–1:00 p.m. (8:30 a.m. check-in)

Member Item Code: W3M \$60.00

Nonmember Item Code: W3NM \$90.00

CONELL (Conference of Newer Law Librarians)

Saturday, July 13 • 8:00 a.m.–3:00 p.m.

Item Code: CONELL \$150.00

AALL Day on the Hill: Advocacy Leadership Training & Lobby Day (AALL members only)

Saturday, July 13 • No Charge

For Day on the Hill description and to register, visit <https://bit.ly/AALL19LobbyDay>

PLLIP-SIS SUMMIT

PLLIP-SIS Summit X: The Path to 2030

Saturday, July 13 • 8:00 a.m.–5:00 p.m.

Item Code: SIS-PLL1 \$199.00

SIS EVENT TICKETS

ALL-SIS Directors Breakfast (directors only)

Monday, July 15 • 7:00–8:00 a.m.

Item Code: SIS-ALL2 \$55.00

ALL-SIS Middle Managers Breakfast

Monday, July 15 • 7:00–8:00 a.m.

Item Code: SIS-ALL3 \$20.00

ALL-SIS Reception

Sunday, July 14 • 6:30–8:30 p.m.

Item Code: SIS-ALL4 No charge

CS-SIS Breakfast and Business Meeting

Tuesday, July 16 • 7:00–8:15 a.m.

Item Code: SIS-CS1 \$20.00

GD-SIS Business Meeting and Breakfast

Tuesday, July 16 • 7:00–8:15 a.m.

Item Code: SIS-GD1 \$10.00

GLL-SIS Business Meeting, Breakfast and Silent Auction

Sunday, July 14 • 7:30–8:45 a.m.

Item Code: SIS-GLL1 \$28.00

LHRB-SIS Reception

Sunday, July 14 • 7:00–9:00 p.m.

Item Code: SIS-LH2 \$10.00

PLLIP-SIS Annual Business Meeting and Lunch

Sunday, July 14 • 12:45–2:15 p.m.

Item Code: SIS-PLL3 \$10.00

SR-SIS SC on Sexual Orientation and Gender Identity Reception

Sunday, July 14 • 8:00–10:00 p.m. • (open to all)

(cash payment also accepted at the event)

Item Code: SIS-SRR \$10.00

Additional Registration Items continue on next page.

ADVANCE REGISTRATION INFORMATION

LIBRARY TOURS

Library tours will be offered during the Annual Meeting to showcase a variety of Washington, DC area libraries. All tours will require transportation, either by a combination of subway and walking or by taxi or rideshare service. While there is no fee for the tours themselves, transportation costs are the responsibility of the registrant. **Please note that the times listed for the tour do not include travel time to and from the host library.**

Government-issued photo IDs are required for all tours. **Advance registration is required for all tours by June 14 and is on a first-come, first-serve basis.** Due to limited availability, please sign up for only one tour. Tours are subject to cancellation if there is insufficient registration. For tour descriptions and travel times, visit www.aallnet.org/conference. A confirmation will be sent after registration closes with more detailed information.

Vinson & Elkins LLP Library

Saturday, July 13 2:00–3:00 p.m.
Item Code: LIB1 No charge

American University Washington College of Law/ Pence Law Library

Tour 1: Sunday, July 14 1:30–2:15 p.m.
Item Code: LIB2 No charge

Tour 2: Sunday, July 14 3:00–3:45 p.m.
Item Code: LIB3 No charge

Library of Congress and Law Library of Congress

Tour 1: Tuesday, July 16 1:00–2:30 p.m.
Item Code: LIB4 No charge

Tour 2: Tuesday, July 16 2:00–3:30 p.m.
Item Code: LIB7 No charge

Supreme Court Library

Tuesday, July 16 1:30–2:30 p.m.
Item Code: LIB5 No charge

National Museum of African American History & Culture Library & Archives

Tuesday, July 16 2:00–3:30 p.m.
Item Code: LIB6 No charge

ASSOCIATION EVENT TICKETS

Association Luncheon tickets for Tuesday, July 16 at 12:45–2:15 p.m. may be purchased with a Conference registration or a Tuesday Per-Day Registration by July 1. (Only a limited number of tickets will be available for purchase onsite.) Purchase as follows:

Item Code: LUN \$45.00

Current AALL Champion Members are eligible for a complimentary Association Luncheon ticket. To claim, add the LUN item code at no charge to Section III on page 4.

Additional Opening Reception and Association Luncheon tickets for guests may be purchased at the following prices:

Opening Reception (Adult)	Item Code: OR	\$30.00
Opening Reception (Children 3-12)	Item Code: ORC	\$10.00
Association Luncheon	Item Code: LUNGU	\$65.00

An Opening Reception ticket for Saturday, July 13 is included with Conference and Saturday Per-Day registrations.

CONFIRMATIONS

Registrations are processed as received and a confirmation will be emailed. If you have questions regarding your registration status, contact Convention Data Services at 877.779.3216.

SPECIAL NEEDS

Please indicate on the registration form if you have a disability that may require auxiliary aids or services. You will be contacted by the director of meetings (preisinger@aall.org) to make arrangements.

TERMS AND CONDITIONS

Payment: Registrations received without payment will be held until payment is received.

Refunds: Cancellations and refund requests must be made in writing and emailed to aall@xpressreg.net or faxed to 1.508.743.9600 by June 28, 2019. Refunds will be processed less a \$100 administration fee. No refunds will be given after June 28, 2019. Refunds will not be given for no-shows. Substitutions are always welcome as long as the original registrant has not already checked in onsite. (Keep a copy of the fax 'receipt' showing the date and time of your fax.) Refunds will be issued in the method of original payment after the Annual Meeting.

No Wait-List: All registrations will be processed in the order in which they are received with payment. Once a ticketed workshop or event is fully subscribed, registration will be closed for that workshop or event. Wait-lists will not be maintained. **Do not plan on attending a workshop or event unless it appears in your registration confirmation.** If you choose to pay by credit card, your card will be charged only for those items for which you receive a confirmed

registration. If you make payment by check, your check will be deposited and a refund of the registration fee for the closed event will be mailed after the Annual Meeting.

Cancellations: AALL reserves the right to cancel workshops, programs and events if there is insufficient registration or for any other reason. AALL is not responsible for cancellation charges assessed by airlines or travel agencies, or other losses incurred due to cancellation of workshops, programs, and events.

PHOTOS

By attending the Conference, you agree that AALL, its employees, contractors, and volunteers, may photograph, videotape, or audiotape you during the Conference and related activities. Your photo, video, audio, likeness, or image may be used by AALL for promotional or related purposes with no remuneration to you.

MEETINGS AND EVENTS CODE OF CONDUCT

Conference attendees are expected to follow the rules outlined in AALL's Meetings and Events Code of Conduct (www.aallnet.org) at all conference venues and conference-related events.

REGISTRATION FORM

AALL 112TH ANNUAL MEETING AND CONFERENCE • July 13-16, 2019 • WASHINGTON, D.C.

In order to qualify for the lower advance rate, registrations must be postmarked, faxstamped, or submitted online no later than **May 17**. Subsequent registrations must be postmarked/faxstamped by **June 14**; otherwise, please plan to register online or onsite.



SECTION I – REGISTRANT INFORMATION

Note: Workshops/CONNELL, PLLIP-SIS Summit, SIS ticketed events and library tours have a postmark deadline of **June 10**.

Name (Last)	(First)
Title	Library/Institution (up to 30 characters)
Address 1	
Address 2	
City	State Zip
Country (if other than U.S.)	Twitter Handle
Daytime Telephone	Email

Type of Library Employer:

(Please check one.)

- Law School Corporate Government
 Law Firm Court Independent Other
 Are you interested in serving as an Annual Meeting host for a new attendee?

New to the Annual Meeting and Conference?

- I am a first-time attendee.
 Are you interested in being matched with a host for the 2019 Annual Meeting?

Special Meal Preference:

- Vegetarian Vegan Kosher
 I have food allergies:

List: _____

Special Needs:

- I have a disability that may require auxiliary aids and services. (See page 2.)

If you are registering as a nonmember, how did you hear about the 2019 AALL Annual Meeting and Conference?

- | | |
|--|---|
| <input type="checkbox"/> AALL chapter newsletter | <input type="checkbox"/> AALL Spectrum magazine |
| <input type="checkbox"/> AALL website | <input type="checkbox"/> Co-worker/colleague |
| <input type="checkbox"/> Facebook | <input type="checkbox"/> Twitter |
| <input type="checkbox"/> Blog _____ | <input type="checkbox"/> Other _____ |

Emergency Contact:

NAME _____

PHONE _____

SECTION II – REGISTRATION OPTIONS

Conference Registration (CR)

	<u>Postmarked by May 17</u>	<u>Postmarked after May 17</u>
Member	<input type="checkbox"/> \$695.00	<input type="checkbox"/> \$795.00
Nonmember	<input type="checkbox"/> \$995.00	<input type="checkbox"/> \$1,095.00
Nonmember Vendor (not an exhibitor)	<input type="checkbox"/> \$1,249.00	<input type="checkbox"/> \$1,349.00
Retired or Student Member	<input type="checkbox"/> \$125.00	<input type="checkbox"/> \$225.00
Retired or Student Nonmember	<input type="checkbox"/> \$175.00	<input type="checkbox"/> \$275.00

Per-Day Registration (DR)

Single-day registrations are available for Saturday, Sunday, Monday, or Tuesday. Select only one.

	<u>Postmarked by May 17</u>	<u>Postmarked after May 17</u>
Member	<input type="checkbox"/> \$350.00	<input type="checkbox"/> \$400.00
Nonmember	<input type="checkbox"/> \$525.00	<input type="checkbox"/> \$575.00
Nonmember Vendor (not an exhibitor)	<input type="checkbox"/> \$610.00	<input type="checkbox"/> \$660.00

Exhibit Hall Only Registration (EXO)

\$49.00

This registration does not allow access to conference programs, meetings, or events held outside the exhibit hall.

SECTION II TOTAL

\$ _____

REGISTRATION FORM

AALL 112TH ANNUAL MEETING AND CONFERENCE
July 13-16, 2019 • WASHINGTON, D.C.



SECTION III – ADDITIONAL REGISTRATION ITEMS

Enter the item code, quantity and amount due for each additional item you wish to purchase (found on the Advance Registration Information pages). **Workshops, CONELL, PLLIP-SIS Summit, SIS ticketed events and library tours** have an online registration deadline of **June 14** or **must be postmarked/fax-stamped by June 10**. Attendance is limited for these events. If an event is full at the time your registration is received, it will not appear on your registration confirmation.

Item Code	Quantity	Amount Due
sample OR	1	\$30.00
sample SIS-ALL4	1	no charge

Guest name(s) required for additional tickets purchased for Opening Reception and Association Luncheon. Guests will not receive badges but will be issued tickets for events purchased.

Guest Name #1 _____

Guest Name #2 _____

SECTION III TOTAL \$ _____

TOTAL of Sections II & III (amount due) \$ _____

SECTION IV – PAYMENT INFORMATION

Payment must accompany registration. Faxed registration must include valid credit card information below. In the event that the total amount due is miscalculated on this form, AALL authorizes Convention Data Services to adjust this amount and charge the registrant for the corrected amount.

Please Choose One Method of Payment

Check Enclosed Please charge my: VISA MC AmEx \$ _____

Please make all checks payable to the American Association of Law Libraries (AALL).

Registrant's Name _____

Cardholder's Name _____

Card No. ____/____/____/____/____/____/____/____/____/____/____/____/____/____/____/____ Expiration Date _____

Signature _____

Federal Government Agency Purchase Order Enclosed* \$ _____

**If you choose this option, you may register by mail by including your completed registration with your purchase order documents. (You also have the option to register online with a purchase order or check at www.aallnet.org/conference.)*

Please complete one form per person and return with your remittance (include registrant's name on all payments) to:

AMERICAN ASSOCIATION OF LAW LIBRARIES

c/o Convention Data Services
7 Technology Park Drive
Bourne, MA 02532

Fax: 508.743.9600
Registration questions: 877.779.3216 (toll free)
508.743.8524 (local)

Mail OR fax – DO NOT DO BOTH. You will receive an emailed confirmation of your registration as registrations are processed.

By submitting this registration for processing, registrant agrees to the Terms and Conditions on page 2.