



## REGISTRATION FORM

Please print and fill this form. Send it via mail along with your payment to:

CU Conference Services

Attn: Andrea Kragerud

454 UCB

Boulder, CO 80309

Name \_\_\_\_\_

Title \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_ Country \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail Address \_\_\_\_\_

Select one: Technical Course \_\_\_\_\_ Design Course \_\_\_\_\_

Is your registration being paid by a tax exempt organization? Yes \_\_\_\_\_ No \_\_\_\_\_

If YES, please provide the tax ID number: \_\_\_\_\_

Do you have any special needs we should be aware of? Yes \_\_\_\_\_ No \_\_\_\_\_

If YES, please explain: \_\_\_\_\_

Do you have any dietary restrictions we should be aware of? Yes \_\_\_\_\_ No \_\_\_\_\_

If YES, please list: \_\_\_\_\_

Registration options: **Early Bird** (through April 30): \$1,800\*

**Regular Price** (beginning May 1): \$2,000

*\*Payment mailing must be postmarked by April 30*

*A 50% deposit is required upon registration to reserve your spot. Balances are due June 1, 2018.*

A check for \$\_\_\_\_\_ is enclosed (made payable to the **University of Colorado**; include registrant name(s) and **RMLA 2018** on the check; must be in USD drawn on a U.S. bank).

### Cancellation and Refund Policy

If you must cancel your registration, please email your written cancellation notice to [conferences@colorado.edu](mailto:conferences@colorado.edu) or call 303-492-5151. For cancellations made by **June 1, 2018** a full refund is available. A 50% refund is available for cancellations received after June 1 but prior to June 15, 2018. *No refunds will be processed for cancellation requests after **June 15, 2018**.*

**IMPORTANT:** Laptop computers will be used during the course. Participants must bring with them a Windows-based laptop or a Mac laptop that is capable of running Windows application software. Not having a laptop may prevent participants from fully participating in class exercises and assignments.