

# REGISTRATION FORM:

2018 Midwest Chapter Annual Meeting – March 12-13, 2018

## ❖ Participant Information

Last Name	First Name	M.I.	
Firm/Company/Agency			
Address			
City	State/Prov./Terr.	Postal Code	Country
Phone	Fax		
Registrant Email (Confirmations will be sent via email to registrant)			

## ❖ Registration Fees

	Early Bird	Regular
		(after 2/15/2018)
Member (Private)	\$405	\$465
Non-Member	\$525	\$525
Member (Gov't/Academic)	\$100	\$125
Non-Member (Gov't/Academic)	\$150	\$150
Student Member	\$50	\$100

Written materials will be emailed before the meeting.

## ❖ Payment Methods (Tax ID #52-6054231)

Check enclosed (payable to the EBA) Total enclosed (USD): \_\_\_\_\_

Government Purchase Order Enclosed

VISA     MASTERCARD     AMERICAN EXPRESS     DISCOVER

Cardholder name: \_\_\_\_\_

Signature of cardholder: \_\_\_\_\_

Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

## ❖ Continuing Legal Education

I plan to apply for Continuing Legal Education (CLE) credit in the following states: (Only provide ID if credit is required as fees are involved with many states.)

State: \_\_\_\_\_ ID# \_\_\_\_\_

State: \_\_\_\_\_ ID# \_\_\_\_\_

## ❖ For EBA Use Only

Check Name: \_\_\_\_\_ Check #: \_\_\_\_\_

Check Date: \_\_\_\_\_ Check Amount: \_\_\_\_\_

Card Authorization: \_\_\_\_\_

Date Billed: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

# General Information

### Registration

- 1) Register Online at the secure EBA website: [www.eba-net.org](http://www.eba-net.org)
- 2) FAX your completed registration form with credit card payment (no checks or money orders) to 202-833-5596. Please do not both fax and mail, as this may result in duplicate charges.
- 3) MAIL your completed registration form with payment to: Energy Bar Association, 2000 M Street, N.W., Suite 715, Washington, D.C. 20036. Please be advised that you may send one check for multiple registrants.

Conference registrations will only be accepted when accompanied by a check, money order, government purchase order/training form or credit card information and may be limited by the capacity of the facility. **Registrations will not be held without payment.**

### Cancellation Policy

No registration fee refunds will be granted for cancellations received after February 28, 2018. In order to receive a refund (less \$75 administrative fee), the EBA must receive your written notice of cancellation by February 28, 2018. Registrants who are unable to attend may send a substitute for the entire program. Substitutions may be made at any time including on-site registration (non-members substituting for members will be charged the difference between member and nonmember fees). EBA regrets that refunds will not be given for no-shows. Please note that regardless of the date the cancellation notice is received, no refunds will be processed until after the program. Email cancellation requests to [michele@eba-net.org](mailto:michele@eba-net.org).

### Location and Hotel Accommodations

The meeting and reception are being held at the Omni Chicago Hotel 676 North Michigan Avenue, Chicago, IL 60611. The block rate is \$195 for king suites. To reserve a room, call (800-THE-OMNI) and request the 2018 EBA Midwest Chapter Annual Meeting Block rate. The cut-off date for this block rate is February 12, 2018. After that date, rooms can be reserved on a space-available basis.

### Badges

Please wear your badge at all times when attending official EBA functions. Badges are a security measure to identify people who have a legitimate reason to be in the meeting areas.

### Continuing Legal Education

MCLE accreditation has been (or will be) requested from states with general MCLE requirements. Each state has its own rules and regulations defining "CLE". For questions on CLE email [llevine@eba-net.org](mailto:llevine@eba-net.org).

To assume accreditation, the necessary CLE information must appear on your registration form. If this information is not provided, we cannot guarantee receipt of credit.

### Photographs

By registering for this conference, you authorize EBA the right to use any photographs taken of you during the course of the conference. Photographs may be used in promotional materials or stories that appear in professional publications and websites.

### Membership

Join the EBA now. Visit the EBA website at [www.eba-net.org](http://www.eba-net.org) for membership information or contact EBA at (202) 223-5625.

### EBA Hardship Policy:

EBA offers eligible student, government, and academic members' discounts on the rates for most EBA programs which carry CLE credits, including EBA's Annual meetings. EBA will, on a case-by-case basis, consider requests from members to attend EBA programs at discounted rates. Requests must be made to EBA's office at least fifteen days prior to the close of regular registration for the program in question. Requests will be considered by EBA if timely and complete and demonstrate a substantial financial hardship. Please submit your request to [michele@eba-net.org](mailto:michele@eba-net.org).