



TWO WAYS TO REGISTER

Your registration will not be processed until payment is received.

1. **Register online** with credit card payment at:
www.tml.org (click on "Training")

2. **Or mail this form** with check payment to:
TML Administrative Services
1821 Rutherford Lane, Suite 400
Austin, TX 78754-5128

	Online Rate	By Mail/Onsite Rate	Non-Member Rate
Attendee Registration Fee	_____ \$225	_____ \$245	_____ \$255
Attendee - Roundtable Breakfast (Friday)			
Small Cities (under 10,000 population)	_____ \$25	_____ \$25	_____ \$25
Medium Cities (10-50,000 population)	_____ \$25	_____ \$25	_____ \$25
Large Cities (over 50,000 population)	_____ \$25	_____ \$25	_____ \$25
Guest/Spouse Registration Fee	_____ \$75	_____ \$75	N/A

Guest/Spouse Name: _____

Total Check Payment \$ _____

Confirmations/Badges

Confirmations will be emailed if you provide an email address. Name badges will be mailed to all attendees registered up to one week before the conference. If you require special meals or accommodations, please email eoc@tml.org.

Attendee Registration - \$225

The registration fee for TML member city officials includes educational sessions on Thursday, Friday, and Saturday, online access to handouts, welcome reception, buffet breakfast on Saturday, and scheduled refreshment breaks. Lunch on Friday is on your own.

Guest Registration - \$75

The guest registration fee includes educational sessions on Thursday, Friday, and Saturday, welcome reception, buffet breakfast on Saturday, and scheduled refreshment breaks. Lunch on Friday is on your own. **Please note that a city official may not register as a guest.**

Non-Member Rate – \$255

The non-member registration fee includes educational sessions on Thursday, Friday, and Saturday, online access to handouts, welcome reception, buffet breakfast on Saturday, and scheduled refreshment breaks. Lunch on Friday is on your own.

Cancellation and Substitution Policy

If you cannot send a substitute, a \$45 cancellation fee per person will be assessed if written cancellation is emailed to acct@tml.org by February 15. **Please note that no refunds will be honored after February 15. Meal tickets are non-refundable.** No telephone cancellations will be accepted.

Attendee Name _____

Badge Name _____ Title _____

City/Organization _____

Address _____ City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____