



## REGISTER BY MAIL

Your registration will not be processed until payment is received.

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

	By February 17	After February 17/Onsite	Non-Member Rate
<b>Attendee Registration Fee</b>	_____ \$235	_____ \$255	_____ \$285
<b>Guest/Spouse Registration Fee</b>	_____ \$75	_____ \$75	_____ \$75

**Guest/Spouse Name:** \_\_\_\_\_

**Total Check Payment \$** \_\_\_\_\_

**Attendee Registration - \$235**

The attendee registration fee for TML member city officials includes educational sessions on Wednesday, Thursday, and Friday, online access to handouts, lunch on Thursday, continental breakfast on Friday, and scheduled refreshment breaks.

**Guest Registration - \$75**

The guest registration fee includes all educational sessions on Wednesday, Thursday, and Friday, continental breakfast on Friday, and scheduled refreshment breaks. Thursday lunch is not included in the guest registration fee but may be purchased onsite. **Please note that a city official may not register as a guest.**

**Non-Member Rate – \$285**

The non-member registration fee includes educational sessions on Wednesday, Thursday, and Friday, online access to handouts, lunch on Thursday, continental breakfast on Friday, and scheduled refreshment breaks.

**Cancellation and Substitution Policy**

If you are registered and cannot attend, we encourage you to send a substitute. If you cannot send a substitute, a \$45 cancellation fee per person will be assessed if written cancellation is emailed to [acct@tml.org](mailto:acct@tml.org) by **February 17**. **Please note that no refunds or transfers to other events will be honored after February 17 and meal tickets are non-refundable.** Substitutions are always accepted.

Attendee Name \_\_\_\_\_

Badge Name \_\_\_\_\_ Title \_\_\_\_\_

City/Organization \_\_\_\_\_

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

Zip \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_