



NCAA - National Council of Arts Administrators
 Membership and Conference Registration Form

Administrative Use Only:	
<input type="checkbox"/>	Entered/updated
<input type="checkbox"/>	Payment processed
<input type="checkbox"/>	Receipt emailed

2011 Conference
Savannah, GA - November 2-5, 2011
hosted by the Savannah College of Art & Design

2011 Membership:

Name: _____ Position: _____
 Department: _____ Phone: _____
 Institution: _____ Email: _____
 Address: _____ Fax: _____
 City: _____ State/Province: _____ Zip: _____ Country: _____
 Member since: _____ Additional Information: _____

\$50.00 Membership only \$ _____

Conference Registration (Includes \$50.00 membership)

Early Registration - (Before October 2, 2011)

\$250.00 per member \$ _____
 \$225.00 for each additional member from the same institution \$ _____
 Name & e-mail of additional member: _____

Registration - (After October 2, 2011 or on-site)

\$300.00 per member \$ _____
 \$275.00 for each additional member from the same institution \$ _____
 Name & e-mail of additional member: _____

Special Events

\$10.00 Pre-Conference Administrators Workshops (Wednesday, November 2, 2011) \$ _____
 \$50.00 Banquet fee for non-registered guest (spouse, partner, etc.) \$ _____

Total Amount Due \$ _____

Payment Method:	
<input type="checkbox"/> Check enclosed	
<input type="checkbox"/> Check arriving under separate cover	
<input type="checkbox"/> Credit Card (Visa/MasterCard/American Express/Discover)	
Card Number: _____	Expiration Date: _____
Name on card: _____	
Institution: _____	
Billing Address: _____	
City: _____	State/Province: _____
Zip: _____	Country: _____

Fax this form to: 850.644.8977 or
 Mail with check to: NCAA
 FSU College of Visual Arts, Theatre & Dance
 220 Fine Arts Building
 PO Box 3061170
 Tallahassee, FL 32306-1170
 850.644.2932

Refund Policy: Fees for annual conference are refundable when written cancellation is received two weeks prior to the first day of the conference. In all cases, a \$50 cancellation fee, applied toward association membership, will be imposed. Notices must be sent to the Administrative Coordinator at address above.