



American Logistics Association 2014 Exchange Roundtable March 5-7, 2014 Norfolk, VA

Industry Registration: Industry registrants must be members of the American Logistics Association to attend the 2014 Exchange Roundtable. Registration includes conference materials, identified meals and admittance to all sessions. Please view the agenda for details on session and meals.

Payment Information: Full payment must be received with the registration form by the date specified to receive the discounted rates. Registration forms submitted without full payment will not be processed until payment is received. Discounted rates are applicable on the date full payment is received, NOT on the date the registration form is submitted. Registration forms must be submitted by **February 21, 2013**. After this date, individuals must register on-site.

Cancellation Policy

Cancellation requests must be submitted in writing. Cancellations received by February 3rd, 2014 will receive a full refund. Cancellations received between February 4th and February 21st will be subject to a \$250 processing fee. No refunds will be issued for cancellations received after February 21st or for "no-shows". Cancellation refunds will be processed by original method of payment. All refunds will be processed post-meeting and mailed directly to the individual on the registration form. Cancelled registrations may be transferred to individuals within the same company, upon written request. Cancelled registrations may not be transferred to another ALA meeting. Any cancellations resulting due to a family or medical emergency must be submitted in writing by within three days of the start of the meeting to receive a refund.

Hotel Information: The headquarters hotel for this meeting is the Marriott Norfolk Waterside located at 235 E Main Street, Norfolk, VA 23510. The Marriott is offering a discounted group rate to industry attendees: \$112 single, plus taxes. To take advantage of this discount, contact the Marriott at 1-800-228-9390 or 757-627-4200, and mention the "American Logistics Association 2014 Exchange Roundtable". **This discounted rate will be offered through 5pm eastern, February 12, 2014, or until the ALA room block fills.** Hotel rooms are reserved on a first come, first served basis and attendees are encouraged to make reservations as soon as possible for best availability.

Industry Registrant:

First Name Last Name

Company

Address

City State Zip

Phone Fax

Email

Please check here if you need special assistance, including any dietary allergies, and forward a separate attachment outlining your specific needs.

Payment Categories: (*Industry must be members of ALA to attend the 2014 Exchange Roundtable.*)

- Early Bird Rate - \$425 (Nov 18 - Dec 20)
- Standard Rate - \$475 (Dec 21 - Feb 10)
- Late Rate - \$525 (Feb 10 - onsite)

Press Registration:

\$225 Press Package

Registrations must be received with full payment by the date specified above to qualify for discounted fees. Please refer to the Cancellation Policy on this page.

Payment Information:

Total Due: \$ _____ Check

Check # _____

Send completed forms to:
American Logistics Association
1101 Vermont Avenue, NW #1002, Washington, DC 20005
Phone: 202-466-2520 **EMAIL: REGISTRATION@ALA-NATIONAL.ORG**