



Texas Association of Appraisal Districts

31st Annual Conference on Appraisal Administration

February 26 – 29, 2012

Houston Marriott Westchase Hotel

Step One: Registration Information

First Name _____ (nickname) _____ Last Name _____

Employer _____ TDLR number _____

Mailing address _____

Phone _____ Fax _____ Email address _____

Emergency Contact (name and phone) _____

Step Two: Guest Registration *(if applicable -- enter name, then skip to Step Five)*

Guest registration provides a name badge which will be required for entrance to all education sessions and social functions and includes all meal function as a regular registration. A guest registration does not qualify for CEs with TDLR. *Guest* refers to a spouse or relative, NOT a business associate or staff colleague.

Name for guest badge _____

Step Three: Job Title

- | | | |
|--|---|---|
| <input type="checkbox"/> Chief Appraiser | <input type="checkbox"/> Attorney | <input type="checkbox"/> County Tax A/C |
| <input type="checkbox"/> Deputy or Asst. Chief Appraiser | <input type="checkbox"/> CAD Board Member | <input type="checkbox"/> _____ |

Step Four: Information for Ribbon *(check all that apply)*

- | | | |
|---|--|--|
| <input type="checkbox"/> Chief Appraiser Institute Grad | <input type="checkbox"/> Trade Show Exhibitor | <input type="checkbox"/> TAAD Regional Trustee |
| <input type="checkbox"/> TAAD Conference Sponsor | <input type="checkbox"/> TAAD Committee Member | <input type="checkbox"/> CAD Board Member |

Step Five: Registration Fees

A full registration provides a name badge required for entrance to all education sessions and social functions including the Trade Show Reception, President's Breakfast, Awards Luncheon, Trade Show Lunch, Tuesday Continental Breakfast, Tuesday Evening Gala at Museum of Natural Science, and Wednesday Breakfast.

Check off ✓	Category	Member Districts only postmarked by 01/14/12	Regular Postmarked 01/15/12 – 02/04/12	On-Site postmarked on/after 02/05/12 and on-site
	TAAD Member District <i>(employees, BOD, ARB)</i>	\$250	\$325	\$375
	TAAD Associate OR Affiliate Member		\$375	\$450
	Contractor <i>(a trade show vendor or conference sponsor, or an employee of either)</i>		\$450	\$475
	Nonmember		\$1250	\$1500
	Guest	\$175	\$225	\$275
	One day-Member District		\$125	\$150
	One day-Associate or Affiliate member		\$150	\$175
	One day-Contractor		\$175	\$200

Please indicate day for one-day registration:

- Monday
 Tuesday
 Wednesday

Registration subtotal \$ _____

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Step Six: Extra Tickets

(A full registration provides entrance to each of these events.) No refunds for extra tickets ordered!

	Member Districts only: postmarked by 01/14/12	Postmarked 01/15/12 – 02/04/12	Postmarked <u>after</u> 02/05/12 and on-site
Trade Show Reception	\$10	\$10	\$10
Monday President’s Breakfast	\$30	\$35	\$40
Monday Trade Show Lunch	\$25	\$30	\$35
Tuesday Continental Breakfast	\$10	\$10	\$10
Tuesday Awards Luncheon	\$40	\$40	\$50
Tuesday Evening Gala-Museum of Natural Science	\$60	\$65	\$75
Wednesday Litigation Breakfast	\$30	\$35	\$40

Registration subtotal \$ _____

Step Seven: Special Needs

Do you have special needs? Please indicate any dietary/physical needs by sending an e-mail description of your needs by February 6 to Doris Koch, dkoch@taad.org .

Step Eight: Payment/Method of Payment

Full payment must accompany your registration form. TAAD accepts only checks and money orders. Registrations received after the cut-off date will be billed for the difference. All participants must pay in full prior to receiving on-site conference materials.

REGISTRATION TOTAL \$ _____

Cancellation and Refund Policy: No refunds will be issued for extra tickets, one-day registrations or guest registrations. **Early registration fees** will be applicable to forms accompanied by registration fee(s) and postmarked no later than January 14, 2012. Review *“Policies and Procedures”* for cancellation penalties. If you have a potential scheduling conflict, please be sure you understand the policy before registering. TAAD will mail all refunds after the conclusion of the conference.

- **Cancel by February 13: \$50 penalty**
- **Cancel February 14 – 19: \$100 penalty**
- **Cancel February 20 and later: Total forfeiture of registration**

→→ **Registration confirmation:** TAAD will send confirmation of registration by way of **e-mail**. Please be sure to include a current email address!

Office Use ONLY	
Date: _____	Ck #: _____
Paid: _____	Notice: _____ DB: _____
Notes: _____	

<p>Return form (with check payable to TAAD) to:</p> <p>7700 Chevy Chase Drive; Building One, Suite 425 Austin, TX 78752-1558</p> <p>Questions? (512) 467-0402</p>
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I authorize TAAD to send facsimiles regarding matters of educational and political interest, convention promotions, advertisements, and other commercial materials related to the Association.