

### 1. REGISTRANT INFORMATION

MEMBER NUMBER (Optional): \_\_\_\_\_

MR.  MS. FIRST NAME \_\_\_\_\_

LAST NAME \_\_\_\_\_

BADGE NICKNAME \_\_\_\_\_

JOB TITLE \_\_\_\_\_

ORGANIZATION \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

STATE/PROV. \_\_\_\_\_

POSTAL CODE \_\_\_\_\_

COUNTRY \_\_\_\_\_

PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

ASSISTANT'S EMAIL \_\_\_\_\_

Update my membership record with the above information.

### 2. RATES

Registration is limited to in-house counsel and includes courses, written materials, and scheduled meals/receptions. It does not include housing, travel, or personal expenses.

Rate Type	Register By	ACC Members	Nonmembers
Early Bird Registration	March 28	<input type="checkbox"/> \$1,575	<input type="checkbox"/> \$1,960 <sup>1</sup>
Regular Registration	September 20	<input type="checkbox"/> \$1,775	<input type="checkbox"/> \$2,160 <sup>1</sup>
Last Chance Registration	October 24	<input type="checkbox"/> \$1,875	<input type="checkbox"/> \$2,260 <sup>1</sup>
Day Pass - Monday	October 22	<input type="checkbox"/> \$1,125	<input type="checkbox"/> \$1,125 <sup>2</sup>
Day Pass - Tuesday	October 23	<input type="checkbox"/> \$1,125	<input type="checkbox"/> \$1,125 <sup>2</sup>
Day Pass - Wednesday	October 24	<input type="checkbox"/> \$1,025	<input type="checkbox"/> \$1,025 <sup>2</sup>

<sup>1</sup>Rate includes one year of ACC membership (membership eligibility rules apply). ACC membership and meeting registration will be confirmed pending approval of eligibility.

<sup>2</sup>Day pass registrants must be eligible for ACC membership; Membership not included. For information on group rates and scholarships, please visit [am.acc.com](http://am.acc.com).

### CANCELLATION POLICY

Registration cancellations must be received in writing via [cancel@acc.com](mailto:cancel@acc.com). Registrations cannot be cancelled over the telephone. Cancellations for registrations processed at the non-member rate will not be refunded the \$385 membership fee included with the registration. Registration cancellations will adhere to the cancellation policy dates below, no exceptions.

Written cancellation received:	Credit/Refund issued:
By September 27	Full refund of monies paid, minus \$150 administrative fee
September 28 - October 15	No refunds. 100% credit of monies paid applied to future ACC HQ in-person education program <sup>3</sup>
October 16 - October 20	No refunds. 50% credit of monies paid applied to future ACC HQ in-person education program <sup>3</sup>
October 21 and after	No refunds, no credit

<sup>3</sup> Credit issued may be used towards the following ACC in-person educational programs: 2019 Annual Meeting, 2019 Corporate Counsel University, 2019 Mid-Year Meeting, 2019 Law Department Leadership 2.0. Credit may not be used towards any other educational programs not included above. Credit may not be divided among programs and any remaining funds following credit application will be forfeited. Credit may be transferred to an eligible attendee from the same organization, but written notification of transfer (via [cancel@acc.com](mailto:cancel@acc.com)) must be received from the original purchaser in order for the credit to be valid. **Credit will expire October 31, 2019.**

### ATTENDEE SUBSTITUTIONS

Substitute attendees (from the same organization and eligible to attend) are always welcome. Please email or fax your request, along with a completed registration form for the substitute attendee, to [education@acc.com](mailto:education@acc.com) or +1 202.293.4701.

Your mailing address will be disseminated to Annual Meeting sponsors for promotions only related to this meeting, unless you opt-out. In no event will ACC share your phone, fax or email address with these sponsors. ■ Opt-out.

Your registration and attendance at this event indicates your consent to be filmed and to the use of your image, without payment of any kind, for use in program(s) and for other promotional editorial activities of the Association of Corporate Counsel for future use in any and all media, now known or hereafter created.

### 3. PAYMENT

Please do not send this form without payment. You will not be registered to attend until payment has been processed. Do not consider your registration complete until you have received email confirmation from ACC.

- Check (make payable to ACC's Annual Meeting)  
 Visa  Mastercard  AmEx  Discover

CARD NUMBER \_\_\_\_\_

SECURITY CODE (3 OR 4 DIGITS DEPENDING ON CARD TYPE) \_\_\_\_\_

EXPIRATION DATE \_\_\_\_\_

CARDHOLDER'S NAME \_\_\_\_\_

CARDHOLDER'S SIGNATURE \_\_\_\_\_

### 4. CLE/CPD

ACC will apply for credit approval in all jurisdictions with mandatory CLE/CPD. Depending on the jurisdiction, sessions may or may not be approved for credits (general and special).

- I do not need CLE/CPD credits.  
 I need CLE/CPD credits and have provided my jurisdiction(s) and bar number(s):

JURISDICTION \_\_\_\_\_ BAR NUMBER \_\_\_\_\_

JURISDICTION \_\_\_\_\_ BAR NUMBER \_\_\_\_\_

JURISDICTION \_\_\_\_\_ BAR NUMBER \_\_\_\_\_

### 5. CCB/CPE

Indicate your need for CCB/CPE credits below:

- I need CCB credits (CCEB Certification)  I need CPE credits (CIPP Certification)

### 6. SPECIAL REQUIREMENTS/QUESTIONS

Participants with special requirements, dietary restrictions, or questions regarding the ACC Annual Meeting should contact the Education Team: 202.293.4103, ext. 451; [education@acc.com](mailto:education@acc.com).

#### Clinic in a Box<sup>®</sup> Program - Hosted by Corporate Pro Bono (CPBO)

- Yes, I am interested in participating in the Clinic in a Box<sup>®</sup> Program. I understand a Corporate Pro Bono staff member will contact me with additional information.

#### Spouse/Guest Registration

A guest is a spouse or significant other, friend, or relative who is not a member of ACC, is not qualified to become a member, and does not work in an industry-related occupation.

- Yes, I would like to bring my spouse/a guest. I understand that he/she will ONLY be able to attend evening receptions. A Spouse/Guest cannot attend any other meal functions, programs or enter the Exhibit Hall at any other time. **The registration fee is \$125/ guest (limit 1).** His/her name is: \_\_\_\_\_

FIRST \_\_\_\_\_

LAST \_\_\_\_\_

**New ACC Members and/or First Time Attendees, please check here:**

- New Member  First Timer

### 7. HOW DID YOU HEAR ABOUT THIS MEETING?

- ACC Docket  ACC postcard  
 ACC web site  ACC Member e-communication

ACC Chapter Event (please specify): \_\_\_\_\_

ACC Committee (please specify): \_\_\_\_\_

ACC Member/Colleague: \_\_\_\_\_

Referred by: \_\_\_\_\_ Email: \_\_\_\_\_

Other: \_\_\_\_\_

### SUBMIT COMPLETED FORM AND PAYMENT VIA:

**FAX:** +1 202.293.4701, or

**MAIL:** 2018 ACC Annual Meeting  
 1001 G Street, NW, Suite 300W  
 Washington, DC, 20001 USA