



April 29 - May 1, 2018, Aria Resort & Casino, Las Vegas

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## REGISTRATION PROCEDURE AND CANCELLATION POLICY

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**Registration information:** • Convention Registration fees include all Urner Barry business sessions and social events. There is an additional fee for golf.

- Badges are provided for all registered guests and must be worn for admission to all events.
- The Golf Outing will be held on Monday, April 30, 2018. You must be registered to attend.
- Register online with a credit card at [www.urnerbarry.com/executive](http://www.urnerbarry.com/executive)
- Credit card orders may also be faxed to 732-341-0891
- Checks should be made payable (in U.S. funds) to Urner Barry
- Mail registration to PO Box 389, Toms River, NJ 08754
- Allied industry attendance and/or participation in the Urner Barry Executive Conference is subject to preapproval by Urner Barry. Potential attendees **MUST** contact Urner Barry before registering to discuss sponsorship opportunities, or registration may be denied.

### **Cancellation Policy:**

- All conference cancellations must be made in writing and faxed or e-mailed to Lynn Dekovitch at 732-341-0891/[lynnd@urnerbarry.com](mailto:lynnd@urnerbarry.com)
- Cancellations received prior to March 23, 2018, entitles registrants to a full refund.
- No-shows are liable for the full fee.
- No conference registration refunds will be issued after April 6, 2018.
- All cancellations are subject to a service charge of \$75 per industry person and \$50 for guests.

- Delegate substitutions from the same company will be permitted. Please provide Urner Barry with all substitution information prior to the conference.