

ACPE's 2017 Annual Conference

Minneapolis, MN

May 3-6, 2017



Registrant Information

Be sure to review Registration and Admission Policies, as well as complete all sections of this form.

REGISTRANT INFORMATION

Last Name		First Name		Middle Name	
Preferred First Name on Badge			Current ACPE Member: Yes No		
Mailing Address					
City		State	Zip	Country	
Emergency Contact Name & Number			Phone	Email	

Accessibility Restrictions

ACPE partners with ADA compliant host sites for all events. If you will be lodging at the host hotel, please inform the reservationists when you book your hotel stay. Also, inform us below if you have accessibility restrictions impacting your program participation. Upon receiving notification from you, ACPE will make every reasonable effort to ensure your comfort and participation in all programming.

To participate in the ACPE Annual Conference, I will need:

The event planner can best reach me to discuss at:

Dietary Restrictions: *Vegan/Vegetarian* _____ *Certified Kosher* _____ *Gluten Allergy* _____ *Other Restrictive Food Allergies or Intolerance, specify:* _____

COMPLETING YOUR REGISTRATION FORM:

- STEP 1:** Complete page one: Registration Information and Accessibility Restrictions
- STEP 2:** Carefully review page two: Registration and Admission Policy
- STEP 3:** Complete EITHER page three (Inclusive Registration) OR page four (Education Only) for your own registration package. Total at the bottom left corner of the chosen page.
- STEP 4:** If you wish to register a spouse or guest (non-member, max of 2 guests), please complete page 5 of this form, choosing between an inclusive package OR individual tickets to singular events.

REGISTRATION & ADMISSION POLICY

Conference Registration

Members of ACPE are encouraged to register online at www.acpe.edu. Non-members may register using a printed copy of this form. Please return the completed form and payment information in a PDF to tiffany@acpe.edu or mail it to One West Court Square, Suite 325, Decatur, GA 30030. Payment must be made at time of registration – no forms cannot be accepted/entered without payment, no exceptions. Registrations cannot be accepted by phone. The last date to pre-register is April 14, 2017. Registrations received after this date will be registered onsite, and access to some sessions cannot be guaranteed for on-site registrations.

Please review the registration options that are available, including additional program options that may be purchased under the a la carte tickets. Register early as some workshops and events have limited space; registrations are entered in the order they are received and availability cannot be guaranteed.

Confirmation Notice

All attendees will receive a confirmation notice by mail within two weeks after the registration is received. If you do not receive a confirmation notice, please call the ACPE office at (404) 320-1472. If you do not receive that confirmation, and do not follow up with the national office, we cannot guarantee the early registration rates nor availability of registration/tickets to your preferred selections.

Admission

Only registered individuals having a name badge may attend educational sessions. For other events, a name badge or a purchased ticket will be required for entry. There are two options available for the guest(s) of a paid registrant: an inclusive registration at guest rate(s), **or** a la carte tickets to special events.

Accessibility Restrictions

ACPE partners with ADA compliant host sites for all events. If you will be lodging at the host hotel, please inform the reservationists when you book your hotel stay. Also, inform ACPE on the registration form or by email to terry@acpe.edu if you have accessibility restrictions impacting your program participation. Upon receiving notification from you, ACPE will make every reasonable effort to ensure your comfort and participation in all programming.

Cancellation

April 3rd is the last date for receipt of written attendee cancellations that are eligible to receive a refund of registration (including meal costs) minus a \$75 processing fee. Written attendee cancellations received between this date and the cut-off date of April 14th are eligible to receive a refund of registration fees minus any meal costs and a \$75 processing fee. Cancellations after April 14th are not eligible to receive a refund. However, the courtesy of your notice will be greatly appreciated.

It is the responsibility of the registrant to read all of the registration information, policies, and forms thoroughly prior to submitting. ACPE cannot provide refunds in response to errors on the part of the registrant.

ACPE reserves the right to cancel any conference or session, as deemed unavoidable and absolutely necessary. In such situation, ACPE will refund to the payee, all registration fees it has received on your behalf, for the cancelled function. The ACPE will have no further obligation to you or the payee of your attendance, for claims of other direct, indirect, special, or consequential loss or damages of any type.

Important Dates

Registration Deadlines

- March 1st: Early Bird Rates expire, last date for postmark or email.
- April 3rd: Last guaranteed date to book room reservations at discounted rates.
- April 14th: Last postmark/email date for Pre-Registrations. All registration forms postmarked or received at the national office after this date will not be pre-processed. After this date, registrations will only be **accepted onsite at the onsite rate**; availability of sessions cannot be guaranteed.

Cancellation Deadlines

- April 3rd: Last date to cancel and receive refund of registration w/meals, minus a service fee.
- April 14th: Last date to cancel and receive a refund of registration, minus meals and a service fee.

EDUCATION PACKAGE

The Education Package includes most of the annual conference general and workshop sessions, excluding meal functions. There are a few optional functions that will require a separate ticket purchase for a nominal fee. Review the first list below of included functions, and indicate your session selections as requested. Also, consider the “al a carte” ticket options at the bottom of this column.

WEDNESDAY MAY 3rd		
10am – 3pm	Choice of Pre-Conference Workshops	_____ P1. _____ P2. _____ Will Not Attend
4pm	ACPE’s Annual Commencement & Honors	
THURSDAY MAY 4th		
7:30am	Sponsored Faith Group Breakfasts:	I will attend the _____ (FGB# _____) breakfast. <i>(See registration materials for list of Faith Group Breakfast offerings, as are being sponsored by a respective faith group or other donor.)</i>
9am	Keynote with Rev. Dr. Greg Ellison	
10:30am	Holding Us on Our Way: Panel discussion with our Speakers	
1:30pm	Choice of Conference Workshops	_____ T1. _____ T2. _____ T3. _____ T4. _____ T5. _____ T6 _____ T7. _____ T8. _____ Will Not Attend
3pm	ACPE’s 2017 Annual Member Meeting	
FRIDAY MAY 5th		
7am	Special Interest Groups & Advisory Council Mtgs:	I will attend the _____ group. <i>(See registration materials for list of Special Interest & Advisory Council mtgs. Concessions will be available for purchase on-site to enjoy during these meetings.)</i>
9am	Keynote with Matthew Sanford	
10:45am	ACPE’s 2017 Annual Memorial Service	
1pm – 5pm	Choice of Extended Session Workshops	_____ F1. _____ F2. _____ F3. _____ F4. _____ F5. _____ F6. _____ F7. _____ Will Not Attend
2pm – 5pm	REM’s Individual Consultations for Students	I am a student at _____, please register me for a consultation.

EDUCATION PACKAGE REGISTRATION FEES

	Early Bird <small>Ends March 1</small>	Regular <small>March 2- Apr 14</small>	On-Site
ACPE Supervisors, Assoc. Supervisors, Endorsing Reps, Seminary Liaisons	\$410	\$480	\$560
ACPE Supervisory Candidates, Retired Supervisors, Retired or Clinical Members	\$310	\$380	\$460
ACPE CPE and Seminary Students	\$260	\$330	\$410
Non-member and other Pastoral/Spiritual Care Professionals	\$500	\$570	\$650

AL A CARTE TICKET OPTIONS for purchase with the Education Package Registration:

WEDNESDAY MAY 3rd		
5:30pm	A Welcome & Celebration Reception	\$50.00 _____
7:30	Annual Peace Walk and Dinner	\$35.00 _____
THURSDAY MAY 4th		
6:30pm	ACPE’s Presidential Dinner Banquet & 50 th Anniversary Celebration (including dance/dessert reception \$75.00)	_____
FRIDAY MAY 5th		
12pm	REM’s Annual Business Session Optional Lunch	\$40.00 _____
7:00pm	A Night at the Guthrie: My Bluest Eye	\$40.00 _____

EDUCATION PACKAGE FEE	\$ _____
+ AI A CARTE TOTAL	\$ _____
<hr/>	
= TOTAL DUE	\$ _____

SPOUSE or GUEST OPTIONS

A registered attendee may choose from two registration types for a spouse/guest (non-members, max of 2 per registered attendee):

- (1) Inclusive Registration to include educational events and meals as listed below, an identifying attendee badge, and CEU certificate;
- (2) Al A Carte ticket options may be purchased separately, admission ticket(s) will be provided for spouse/guest to these functions, but no badge or CEU certificate will be provided.

Last Name	First Name	Middle Name
Preferred First Name on Badge	Current ACPE Member: Yes No	
To participate in the ACPE Annual Conference, my spouse/guest will need:		Contact Me At:
Dietary Restrictions: <i>Vegan/Vegetarian</i> ____ <i>Certified Kosher</i> ____ <i>Gluten Allergy</i> ____ <i>Other Restrictive Food Allergies/Intolerance, specify:</i> _____		

SPOUSE or GUEST INCLUSIVE PACKAGE

WEDNESDAY MAY 3rd

- 10am – 3pm **Choice of Pre-Conference Workshops** _____ P1. _____ P2. _____ Will Not Attend
- 4pm **ACPE’s Annual Commencement & Honors**
- 5:30pm **A Welcome & Celebration Reception**

THURSDAY MAY 4th

- 7:30am **Sponsored Faith Group Breakfasts:** I will attend the _____ (FGB# _____) breakfast. (See registration materials for list of Faith Group Breakfast offerings, as are being sponsored by a respective faith group or other donor.)
- 9am **Keynote with Rev. Dr. Greg Ellison**
- 10:30am **Holding Us on Our Way: Panel discussion with our Speakers**
- 1:30pm **Choice of Conference Workshops**
_____ T1. _____ T2. _____ T3. _____ T4. _____ T5. _____ T6 _____ T7. _____ T8. _____ Will Not Attend
- 3pm **ACPE’s 2017 Annual Member Meeting**
- 6:30pm **ACPE’s Presidential Dinner Banquet & 50th Anniversary Celebration** _____ Will Attend _____ Will Not Attend

FRIDAY MAY 5th

- 7am **Special Interest Groups & Advisory Council Mtgs:** I will attend the _____ group. (See registration materials for list of Special Interest & Advisory Council mtgs. Concessions will be available for purchase on-site to enjoy during these meetings.)
- 9am **Keynote with Matthew Sanford**
- 10:45am **ACPE’s 2017 Annual Memorial Service**
- 1pm – 5pm **Choice of Extended Session Workshops**
_____ F1. _____ F2. _____ F3. _____ F4. _____ F5. _____ F6. _____ F7. _____ Will Not Attend

OPTION 1:	Early Bird	Regular	On-Site
GUEST or SPOUSE INCLUSIVE PACKAGE REGISTRATION FEES	<small>Ends March 1</small> \$380	<small>March 2- Apr 14</small> \$450	\$530

OPTION 2:
GUEST or SPOUSE AL A CARTE TICKET OPTIONS

WEDNESDAY MAY 3rd			
5:30pm	A Welcome & Celebration Reception	\$50.00	_____
7:30	Annual Peace Walk and Dinner	\$35.00	_____
THURSDAY MAY 4th			
6:30pm	ACPE’s Presidential Dinner Banquet & 50 th Anniversary Celebration (including dance/dessert reception \$75.00	\$75.00	_____
FRIDAY MAY 5th			
12pm	REM’s Annual Business Session Optional Lunch	\$40.00	_____
7:00pm	A Night at the Guthrie: My Bluest Eye	\$40.00	_____

SPOUSE or GUEST INCLUSIVE PACKAGE FEE \$ _____

OR AI A CARTE TOTAL \$ _____

= TOTAL DUE \$ _____