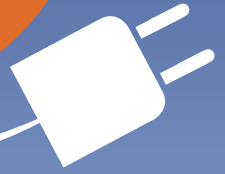


# ARCHIVES Cleveland 2015

## registration form



To register online using our secure ARCHIVES 2015 registration form, go to [www.archivists.org/am2015](http://www.archivists.org/am2015).

### 1. REGISTRATION

One registrant per form. Please type or print clearly.

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_ MI \_\_\_\_\_ NICKNAME FOR BADGE \_\_\_\_\_

INSTITUTION NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

STREET OR PO BOX \_\_\_\_\_

CITY \_\_\_\_\_ STATE/PROVINCE \_\_\_\_\_ ZIP/POSTAL CODE \_\_\_\_\_ COUNTRY \_\_\_\_\_

THIS ADDRESS IS FOR MY  HOME  BUSINESS  OTHER  
 USE THIS AS MY PREFERRED MAILING ADDRESS FOR ALL SAA BUSINESS.

IF STUDENT, NAME OF SCHOOL \_\_\_\_\_

( ) ( ) ( )  
 PHONE HOME PHONE FAX

E-MAIL ADDRESS \_\_\_\_\_

#### Is your employer an Institutional Member of SAA?

No  Yes

Nonmembers employed by member institutions are eligible to receive partial discounts on SAA event registration.

#### SAA/ARMA Reciprocal Rate:

No  Yes

ARMA ID#: \_\_\_\_\_

### 2. REGISTRATION FEES

Weekly registration includes all Plenary and Education Sessions and Exhibit Hall.  
 Registration fee does not include Pre-conference Programs or Ticketed Events. (See reverse.)

Please check appropriate box:

	MEMBERS	EMPLOYEES OF MEMBER INSTITUTIONS	NONMEMBERS	INTERNATIONAL NONMEMBERS
<b>Early-Bird</b> (by 7/15) .....	<input type="checkbox"/> \$319	<input type="checkbox"/> \$389	<input type="checkbox"/> \$509	<input type="checkbox"/> \$389
<b>Advance</b> (by 7/22) .....	<input type="checkbox"/> \$369	<input type="checkbox"/> \$439	<input type="checkbox"/> \$559	<input type="checkbox"/> \$439
<b>On-Site</b> (after 7/22) .....	<input type="checkbox"/> \$429	<input type="checkbox"/> \$499	<input type="checkbox"/> \$599	<input type="checkbox"/> \$499
<b>One-Day</b> <input type="checkbox"/> Wednesday 8/19 <input type="checkbox"/> Thursday 8/20				
<input type="checkbox"/> Friday 8/21 <input type="checkbox"/> Saturday 8/22 .....	<input type="checkbox"/> \$229	<input type="checkbox"/> \$279	<input type="checkbox"/> \$369	<input type="checkbox"/> \$279
<b>Student</b> .....	<input type="checkbox"/> \$139	N/A	<input type="checkbox"/> \$209	N/A
<b>Guest*</b> .....	<input type="checkbox"/> \$149	<input type="checkbox"/> \$149	<input type="checkbox"/> \$199	<input type="checkbox"/> \$149

Subtotal Conference Fees \$ \_\_\_\_\_

\***Guest Registration:** Designed especially for spouses, partners, and children of conference attendees, guest registration allows the guest to attend the Plenary Sessions, the All-Attendee Reception, and the Exhibit Hall. Guest registrations must accompany the conference attendee's registration. When registering a guest, please be sure to provide full names below.

\*Guest Names \_\_\_\_\_

#### Support services



Check here if you have any special needs in order to participate fully in this event. The conference staff will contact you.



Check here if you would like to learn more about child care options that are being considered for this event. (Email address required under Registration.)

#### Will you help reduce our footprint?



Check here to opt out of receiving a print Onsite Program. A mobile app will be available.

### 3. PRE-CONFERENCE PROGRAM FEES

\*The Advance deadline is July 22. Regular rates apply after that date.

\*\*Discounted rates apply for attending more than one course. See last two boxes for combined rates.

		SAA MEMBERS (ADVANCE/REGULAR)*	EMPLOYEES OF SAA MEMBER INSTITUTIONS (ADVANCE/REGULAR)*	NONMEMBERS (ADVANCE/REGULAR)*
1607	Fundamentals of Project Management for Archivists **	<input type="checkbox"/> \$189 / \$249	<input type="checkbox"/> \$219 / \$279	<input type="checkbox"/> \$249 / \$299
1608	Archives: Principles and Practices	<input type="checkbox"/> \$289 / \$349	<input type="checkbox"/> \$329 / \$389	<input type="checkbox"/> \$379 / \$429
1609	Architectural Records: Managing Design and Construction Records	<input type="checkbox"/> \$289 / \$349	<input type="checkbox"/> \$329 / \$389	<input type="checkbox"/> \$379 / \$429
1610	Digital Forensics for Archivists: Fundamentals [DAS] **	<input type="checkbox"/> \$215 / \$275	<input type="checkbox"/> \$245 / \$305	<input type="checkbox"/> \$275 / \$335
1611	Digital Forensics for Archivists: Advanced [DAS] **	<input type="checkbox"/> \$325 / \$385	<input type="checkbox"/> \$365 / \$425	<input type="checkbox"/> \$425 / \$485
1612	Toward Financial Sustainability in Archives **	<input type="checkbox"/> \$189 / \$249	<input type="checkbox"/> \$219 / \$279	<input type="checkbox"/> \$249 / \$299
1613	Premis Tutorial [DAS]	<input type="checkbox"/> \$205 / \$265	<input type="checkbox"/> \$235 / \$295	<input type="checkbox"/> \$265 / \$325
1614	Privacy and Confidentiality in Digital Archives [DAS]	<input type="checkbox"/> \$205 / \$265	<input type="checkbox"/> \$235 / \$295	<input type="checkbox"/> \$265 / \$325
1615	Managing Audiovisual Digitization Projects	<input type="checkbox"/> \$189 / \$249	<input type="checkbox"/> \$219 / \$279	<input type="checkbox"/> \$249 / \$299
1616	Encoded Archival Description (EAD3)	<input type="checkbox"/> \$325 / \$385	<input type="checkbox"/> \$365 / \$425	<input type="checkbox"/> \$425 / \$485
1617	Developing Specifications and RFPs [DAS]	<input type="checkbox"/> \$205 / \$265	<input type="checkbox"/> \$235 / \$295	<input type="checkbox"/> \$265 / \$325
1618	Advanced Project Management for Archivists **	<input type="checkbox"/> \$189 / \$249	<input type="checkbox"/> \$219 / \$279	<input type="checkbox"/> \$249 / \$299
1619	Describing Archives: A Content Standard (DAC5)	<input type="checkbox"/> \$189 / \$249	<input type="checkbox"/> \$219 / \$279	<input type="checkbox"/> \$249 / \$299
1620	Rights and Permissions: Policies for Reproduction and Reuse of Archival Holdings	<input type="checkbox"/> \$189 / \$249	<input type="checkbox"/> \$219 / \$279	<input type="checkbox"/> \$249 / \$299
1610 1611	Registration for both courses	<input type="checkbox"/> \$455 / \$515	<input type="checkbox"/> \$485 / \$545	<input type="checkbox"/> \$515 / \$575
1607 1612 1618	Registration for two courses	<input type="checkbox"/> \$279 / \$339	<input type="checkbox"/> \$309 / \$369	<input type="checkbox"/> \$339 / \$399
	Registration for all three courses	<input type="checkbox"/> \$359 / \$419	<input type="checkbox"/> \$389 / \$449	<input type="checkbox"/> \$419 / \$479

Subtotal Pre-Conference Fees \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

### 4. SPECIAL EVENTS

Please indicate if you plan to attend — even if the event is free to registrants — so that we may have an accurate estimate of attendance.

	#TICKETS	
SAA Research Forum (8/18)	_____	Free to registrants; \$50 / \$25 (students) for those not registered for the conference.
ACA Annual Business Meeting/Member Luncheon (8/20)	_____	\$30 for ACA Members (includes plated lunch).
All-Attendee Reception (8/20)	<u>1</u>	Free to registrants.
Guest Ticket to All-Attendee Reception	_____	\$40 adult / \$10 children 12 and under.
Archives Leadership Institute Alumni Dinner (8/22)	_____	\$40; open to all ALI alumni plus guest.
Archives Leadership Institute Practices Workshop (8/22)	_____	\$50; waived for 2015 ALI cohort.
		Subtotal Event Fees \$ _____

### 5. METHOD OF PAYMENT

All registrations must be accompanied by payment, and all payments must be made in U.S. funds. The conference office accepts checks, VISA, MasterCard, American Express, and Discover. Please make checks payable to SAA. Do not send cash.

Total \$ \_\_\_\_\_  Check # \_\_\_\_\_ Checks must include name(s) of registrant(s).  
 VISA  MasterCard  American Express  Discover

CREDIT CARD # \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_ CSV (SECURITY CODE) \_\_\_\_\_

NAME ON CARD (PLEASE PRINT) \_\_\_\_\_ TELEPHONE NUMBER IF NAME ON CARD DIFFERS FROM ATTENDEE \_\_\_\_\_

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

For fastest service: Register online at [www.archivists.org/am2015](http://www.archivists.org/am2015)

Submit via fax (with credit card information) to: 312-606-0728

Or send completed form with payment to:  
 Society of American Archivists  
 ARCHIVES 2015 Registrar  
 17 North State Street, Suite 1425  
 Chicago, IL 60602

Questions? 312-606-0722 or 866-722-7858 (toll-free within U.S.)

Please do not submit registration via more than one method.