REGISTRATION REQUEST FORM – ANNUAL ENGLISH ARTICULATION CONFERENCE
April 19-20, 2017, Allerton Park and Retreat Center, Monticello, Illinois
Event #15298

CONFERENCE OPTIONS
☐ Complete Conference, $280
☐ One-Day Conference with dinner, $175 (April 19)
☐ One-Day Conference without dinner, $140
   ☐ April 19  or  ☐ April 20

ADDITIONAL CONFERENCE OPTIONS
☐ April 19, Wednesday breakfast, $10
☐ April 19, lunch for non-registrant, $16
☐ April 19, dinner for non-registrant, $30
☐ April 20, breakfast for non-registrant, $10
☐ April 20, lunch for non-registrant, $16

LODGING
☐ Single Occupancy, $115
☐ Single Occupancy, shared bath, $105
☐ Double Occupancy, $70

I will be arriving:  I will be departing:
☐ Tuesday, April 18  ☐ Wednesday, April 19
☐ Wednesday, April 19  ☐ Thursday, April 20

Roommate Request: ________________________

DISCOUNTS:
☐ Complete Conference Discount, -$75
   or
☐ One-Day Discount, -$35
   ☐ Graduate Student
   ☐ Undergraduate Student
   ☐ Underemployed

CONFERENCE OPTION DESCRIPTIONS
1. Complete Conference
April 19-20, $280 includes conference materials, panels, roundtable discussions, exhibits, one breakfast, two lunches, one dinner, break-time refreshments, celebratory evening activities, and wrap-up.

2. One-Day Conference with dinner, April 19
$175 includes conference materials, panels, roundtable discussions, exhibits, one lunch, one dinner, break-time refreshments, and celebratory evening activities.

3. One-Day Conference without dinner, April 19 or April 20
$140 includes conference materials, panels, roundtable discussions, exhibits, one lunch, break-time refreshments, and wrap-up (April 20).

LODGING DESCRIPTION
There are four buildings for lodging on the Allerton campus. Participants are not guaranteed a room in the main building (the “Mansion”).

DISCOUNTS DESCRIPTION
NIU College of Liberal Arts and Sciences offers discounts for students and the underemployed. If either of these apply to you, mark if you will be attending the complete conference or one day, then select either graduate, undergraduate, or underemployment.

• Mail completed form with check or credit card information to: Northern Illinois University, NIU Outreach Registration, DeKalb, IL 60115-2860.
• Fax to: 815.753.6900
• Or visit http://go.niu.edu/Allerton
ACCOMMODATIONS
☐ Special Needs

SPECIAL NEEDS
Check the box on the left and attach a required explanation if you have special needs that are regulated by the Americans with Disabilities Act. Contact NIU’s Disability Resource Center for assistance: www.niu.edu/disability. Participants are responsible for any non-credit accommodation charges.

REGISTRANT INFORMATION (all information is required—please PRINT)
Name _____________________________________________________
Institution/School _____________________________________________________________________
Mailing Address  ☐ Home  ☐ Workplace _________________________________________________
City ___________________________________________ State ____________ Zip Code _____________
Contact Phone Number _________________________________ ☐ Cell  ☐ Home  ☐ Work
Email Address: ________________________________________________________________________
☐ I am a first-time attendee.
☐ Yes, you may share my email address with 2017 Allerton Conference attendees for collegiate purposes.

PAYMENT INFORMATION
☐ Enclosed is a check payable to Northern Illinois University
☐ Charge my:  ☐ VISA  ☐ MasterCard  ☐ Discover  ☐ American Express  $_____________________
Name on Card ________________________________________________________________________
Card Number _______________________________ Expiration Date _____________________________
Billing Address (if different from above) __________________________________________________
City ___________________________________________ State ____________ Zip Code _____________
Signature ___________________________________________ Today’s Date________________________

CANCELLATION POLICY:
Cancellation/refund requests for conference and lodging reservations will be accepted if written notification is received by April 7. Refunds will be issued MINUS a $25 processing fee. Cancellations received after April 7 will be charged 50% of the total reservation fee. No refunds will be issued for cancellations received on or after April 14. Substitutions of registrants may be made, without penalty, any time prior to the conference.