



National
Association of
Graduate
Admissions
Professionals

NAGAP Annual Conference Payment Invoice*

2011 NAGAP Annual Conference

April 6-9, 2011

Marriott Wardman Park Hotel
Washington, DC

The Leader in Graduate Enrollment Management

Date: _____ Membership ID # (if current member or transferring membership*): _____

Name: _____

Institution: _____

Address: _____

City, State, Zip, Country: _____

Phone: _____ Fax: _____

E-mail: _____

Annual Conference Early Bird Rates (if postmarked by March 1, 2011):

Current Member Fee: \$425

Non-member Fee: \$600

TOTAL PAYMENT DUE: \$ _____

Payment Information (NAGAP Tax ID 11-8362047)

Check Enclosed (please make payable to NAGAP in U.S. funds – *no purchase orders will be accepted*)

Visa

MasterCard

American Express

Discover

Card Number: _____ Expiration Date: _____

Name on Card: _____

Signature of Cardholder: _____ Date: _____

*** Please note:** Once the Registration Brochure is available, you will be **required** to fill out and submit an entire hard copy registration form in order to complete your registration for the 2011 NAGAP Annual Conference. This form is for advance payment only. The fees above reflect general registration for the conference only. This does not include additional funds necessary for the Pre-Conference Institute, optional events or guest tickets. Additional fees can be remitted on the final Registration Form included in the Registration Brochure, scheduled to be emailed in December 2010. This pre-registration option is **ONLY** available to current NAGAP members in good standing.

*****CANCELLATION POLICY:** Only written requests for refunds will be accepted. Please send your requests to the NAGAP Executive Office at daltman@goamp.com. NAGAP has no desire to retain fees paid by members unable to attend; however, hotel guarantees and other related expenses make the following refund schedule necessary. Cancellations will be accepted until March 31, 2011. Refunds will be issued in the same manner as the payment was received, minus a \$50.00 processing fee. No refunds will be issued after March 31, 2011. No exceptions. All refunds will be processed after the NAGAP Annual Conference.

Please remit payment to:

NAGAP
P.O. Box 14605
Lenexa, KS 66286-4616
Fax: 913-895-4652