



AAAE SPONSOR ASSURANCES, LEASING POLICIES & MINIMUM STANDARDS WORKSHOP

April 25-26, 2009 • Addison, Texas • Mtg. #090403

Hotel reservations—Rooms are being held at the Crowne Plaza Dallas Near The Galleria, 14315 Midway Road, Addison, Texas, phone (972) 980-8877, fax (972) 991-2740. All attendees will receive a special rate of \$119 single/double. Reservations must be made by **Friday, April 3, 2009** in order to guarantee this rate. Reservations made after this date can only be honored on a space and rate available basis. To make your hotel reservations, call the hotel directly at (972) 980-8877 or toll free at (800) 972-2518 and identify yourself as part of the AAEE group. All reservations must be canceled one day prior to arrival to avoid a cancellation fee of one night room and tax charged to the credit card.

Airline reservations—American Airlines has been selected as the official air carrier for this meeting. Attendees can receive a 5% discount off American's published fares. Rules and restrictions apply. To take advantage of American's special fares, call American Airlines directly at (800) 433-1790 from 6 a.m.-1 a.m. eastern time daily and refer to star file #A8749AK.

Ground transportation—The Crowne Plaza Hotel Near The Galleria is 12 miles from Dallas Love Field Airport (DAL) and 17 miles from Dallas/Ft. Worth International Airport (DFW). SuperShuttle operates from both DAL and DFW and costs \$18 one-way to the Crowne Plaza Hotel Near The Galleria. A taxi from DAL costs approximately \$35 and takes 15 minutes. A taxi from DFW costs approximately \$50 and takes about 20 minutes. Avis Rent-A-Car System, Inc. is the official rental car company for this meeting. To make reservations or for further information, call (800) 331-1600 and reference J097316.

NOTE: AAEE reserves the right to cancel this program if the number of registrants is insufficient. In this event, we will notify all registrants and refund the registration fee in full. However, any costs incurred by the registrant, such as hotel cancellation or airline penalties, are the responsibility of the registrant. Confirmation letters will be e-mailed to attendees within approximately two weeks of receipt of registration. If you have not received a confirmation letter via e-mail two business days prior to the meeting, and you enrolled at least 15 days prior to the meeting, please contact the AAEE Meetings Department at (703) 824-0504. Non-receipt of the confirmation letter before the meeting is not justification for seeking a refund.

Future correspondence will be sent to the address, fax number and/or e-mail address below.

Check here if updated contact information has been provided.

Nickname for Badge _____ E-Mail Address _____

Mr./Ms. (circle one) Full Name _____

Title _____

Airport/Company _____

Address _____

City/State/Zip _____

Telephone Number _____ Fax Number _____



Please indicate any special needs to participate and attach a description of your needs.

Registrations and cancellations must be submitted in writing. Refund requests received before 4/10/09 are subject to a \$125 processing fee. There will be no refunds after this date. Substitutions will be accepted without penalties and no-shows will be billed. For all inquiries regarding cancellations and refunds, please contact the AAEE Meetings Department at (703) 824-0504 or e-mail aaeemeetings@aaee.org.

REGISTRATION FEE (in U.S. funds drawn on a U.S. bank)

(includes one reception, two lunches, two continental breakfasts, coffee breaks and all handout materials.)

	On or before 4/3/09	After 4/3/09
1. <input type="checkbox"/> AAEE Members (090403 only)	\$375	\$450
2. <input type="checkbox"/> Non-Members (090403 only)	\$475	\$575
3. <input type="checkbox"/> AAEE Members (090403 & 090404) \$720*		\$895*
4. <input type="checkbox"/> Non-Members (090403 & 090404) \$950*		\$1,150*



Accredited Airport Executives®

This course is worth 12 credits in the AAEE Continuing Airport Management Education Unit (CEU) program.

*Register for both the AAEE Sponsor Assurances, Leasing Policies and Minimum Standards Workshop (090403) as well as the GA Conference (090404) and receive \$50 off dual conference registration. Registration Fees 5 and 6 reflect the combined discounted price to attend both programs.

PAYMENT METHOD

Enclosed is my check payable to AAEE Purchase Order # _____

Upon receipt of this form, please charge my (circle one): American Express MasterCard Visa

Cardholder Name _____

Account Number _____ Exp. Date _____

Signature _____

RETURN TO: AAEE • 601 Madison St., #400 • Alexandria, VA 22314 (USA) or Fax to (703) 820-1395. Photocopies of this form will be accepted. AAEE accepts registration regardless of race, religion, sex, physical disability and national or ethnic origin. This includes but is not limited to admissions, employment and educational services.