Form of Payment

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**office use only**

**ASAHPERD SPRING CONFERENCE 2023 PREREGISTRATION**

**April 14-15, 2023 — Phoenix VI & VII — Orange Beach**

**POSTMARK DEADLINE APRIL 1**

# please print clearly – payments cannot be processed without complete information

Name: \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_

School/Work Affiliation: \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_

Home Address: \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_

City/State/Zip: \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_

Home or Cell: (\_\_\_ \_\_\_ \_\_\_) \_\_\_ \_\_\_ \_\_\_ - \_\_\_ \_\_\_ \_\_\_ \_\_\_ Work: (\_\_\_ \_\_\_ \_\_\_) \_\_\_ \_\_\_ \_\_\_ - \_\_\_ \_\_\_ \_\_\_ \_\_\_

Email: \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_

**Important information: 1-If you teach, coach, or are employed** (or are a full-time student) in health, physical education, athletics, fitness, etc. you **must be a current member of ASAHPERD to attend the conference at the member rates.** Join online at [www.asahperd.org](http://www.asahperd.org) or pay at the conference. **2-**If you miss the April 1 postmark deadline, you can **pay registration fees ($20 additional charge) and membership fees upon arrival at the conference**. **3-**See details for **Purchase Orders** below. **NOTE**: Paying with a PO requires additional time. **The school check must be postmarked by April 1st.**

**Membership:** It is best to pay membership online. However, you may include membership payment with your preregistration by including the appropriate membership form available at [www.asahperd.org](http://www.asahperd.org) – select the Membership tab, then Apply by Mail. Do not mail membership payments after April 1st. If you pay your membership fee online AFTER APRIL 12th , be sure to bring verification of payment.

**Refunds:**All requests for a full refund (minus a 20% service fee) must be made **no later than April 1st.** Requests between April 2nd and April 10th will be refunded at 50%. No refunds will be granted after April 10th (exceptions may apply in cases of personal emergency). Contact Donna Hester ([dhester@asahperd.org](mailto:dhester@asahperd.org)).

**Purchase Order Policy: NOTE IF YOU ARE SUBMITTING A PO TO ASAHPERD REQUESTING AN INVOICE**. EMAIL the PO and pre-registration form to [dhester@asahperd.org](mailto:dhester@asahperd.org) as soon as possible so that an invoice can be sent to your bookkeeper allowing enough time for a check to be sent to ASAHPERD by the preregistration deadline. ***Checks must be postmarked by the same deadline as other pre-registration payments – April 1st***. **Purchase orders are not accepted on site.**

## Conference Registration Fee: does not include required membership fee (join online [www.asahperd.org](http://www.asahperd.org))

## Conference fees match your membership status. Out of state professionals and students may pay the member rates with verification of membership in home state AHPERD/SHAPE organization. Contact Donna Hester for details.

Membership Status Fee Onsite fee

Professional $ 90.00 **(postmarked by April 1)** $110.00 (on-site) $

Student\*\* $ 30.00 **(postmarked by April 1)** $ 50.00 (on-site) $

\*\*Available to full time undergraduate and graduate students. K-12 teachers taking graduate classes are not eligible for student rates.

\*\*Undergraduate students attending the Future Professionals Leadership Workshop do not pay a fee for the Spring Conference.

Paraprofessional $ 50.00 **(postmarked by April 1)** $ 70.00 (on-site) $

Retired/Life $ 50.00 **(postmarked by April 1)** $ 70.00 (on-site) $

Nonmember\*\* \* $180.00 (no early discount) $

\*\*\*Intended for individuals not in the HPERD fields of study or employment.

**TOTAL AMOUNT ENCLOSED $**

**Credit card billing address if difference from above:**

Street address city state zip

Master Card \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ Expiration ­­­­\_\_\_\_\_\_\_\_\_

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American Express \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ Expiration ­­­\_\_\_\_\_\_\_\_\_

**Mail payment to: ASAHPERD Spring Conference, PO Box 369, Arley, AL 35541 Postmark by April 1, 2023**

**Questions? Contact Donna Hester by phone 205-388-0304 M-F 9 am – 3 pm or email** [**dhester@asahperd.org**](mailto:dhester@asahperd.org)