

March 20-22 Sheraton Grand Chicago  
Chicago, Illinois, USA

Complete this form and return to: International Facility Management Association,  
P.O. Box 203648, Dallas, TX 75320-3648, USA; Fax to +1-281-974-5650.

First Name:		IFMA ID #:	
Last Name:			
Job Title:	Designation: <input type="checkbox"/> CFM <input type="checkbox"/> SFP <input type="checkbox"/> FMP <input type="checkbox"/> Other		
Company:			
Address:			
City:	State/Province:	ZIP/Mail Code:	Country:
Phone:		Fax:	
Email:			

### Registration:

### Additional Registration Options:

IFMA  ABRAFAC  AIA  ASBE  ASID  BOMA  BOMI  FMA  GLOBAL FM  IIDA  RICS  SAME  USGBC

#### Members:

	By Feb. 20	After Mar. 16	Onsite
<input type="checkbox"/> Full Event - <b>VIP Member</b>	US\$700	US\$900	US\$1,100
<input type="checkbox"/> Full Event	US\$550	US\$750	US\$950
<input type="checkbox"/> Daily Registration	US\$250	US\$350	US\$450
<input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday			

	Rate
<input type="checkbox"/> Student Full Event	US\$200
<input type="checkbox"/> EXPO Only	FREE
<input type="checkbox"/> Spouse Rate	US\$375
Name: _____	

#### Nonmembers:

<input type="checkbox"/> * <b>VIP</b> - Full Member Applicant	US\$900	US\$1,100	US\$1,300
<input type="checkbox"/> *Full Member Applicant	US\$750	US\$950	US\$1,150
<input type="checkbox"/> Daily Registration	US\$350	US\$450	US\$550
<input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday			

**Group Rate:** Groups of 5 or more from the same company will receive the fifth full registration **FREE!** Please contact an IFMA Customer Service Specialist at +1-713-623-4362 for details. **Only applies to Full Event Registrants.**

\*Full Event rate includes a one-year IFMA membership.

### Payment Information:

The following information is needed to process your payment. All credit card charges will be made in U.S. dollars. Make checks payable to IFMA. Checks will be accepted in U.S. funds only.

American Express  Diners Club  Discover  MasterCard  Visa

Card Number: \_\_\_\_\_

Exp. Date (M/Y): \_\_\_\_\_ CVV: \_\_\_\_\_

Card Authorized Name: \_\_\_\_\_

Card Billing Street Address: \_\_\_\_\_

Card Billing City, State: \_\_\_\_\_

Card Billing ZIP/Mail Code: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Enclosed is a copy of my company purchase order form.


Enclosed is check # \_\_\_\_\_ in the amount of US\$ \_\_\_\_\_

**Moderator:**  I would like to volunteer as a moderator for an educational session. (Full Event, Student & Daily Registrants only.)

**Special Needs:** Please indicate any special needs.

**Dietary:**  Vegetarian  Kosher

Food Allergy (please specify): \_\_\_\_\_

 IFMA fully complies with the legal requirements of the Americans with Disabilities Act rules and regulations. If you have any special needs, please email [registrations@ifma.org](mailto:registrations@ifma.org).

### Other Events & Additional Tickets:

<input type="checkbox"/> Welcome Reception	US\$55	<input type="text"/>
<input type="checkbox"/> Additional Booth Staff	US\$30	<input type="text"/>
<input type="checkbox"/> Opening Keynote & Lunch	US\$45	<input type="text"/>
<input type="checkbox"/> Closing Keynote & Lunch	US\$45	<input type="text"/>
<input type="checkbox"/> CEU Processing Fee	US\$20	<input type="text"/>
<input type="checkbox"/> Facility Tours	US\$35	<input type="text"/>

**Cancellation/refund policy:** By submitting your Registration, you are confirming you have read and agree to Show Policies regarding this registration, refunds and cancellations, and your attendance at the Conference. IFMA reserves the right to cancel an IFMA educational event due to low enrollment, unforeseen factors, or any other reason making it practically or economically inadvisable to conduct the event. In the event of cancellation, registrants will be notified as promptly as the circumstances permit (although IFMA cannot be liable for any failure to notify). IFMA, however, cannot be responsible for any other costs, losses or inconveniences that a registrant may incur, such as costs of transportation (plane, train, rental car, etc.), hotel cancellation fees, reservation fees, lost pay, vacation or leave time, etc. Full refunds will be granted for cancellation received in writing to IFMA prior to January 20, 2018. A 50 percent penalty, plus a US\$75 administration fee will be applied to cancellations received in writing to IFMA between January 21 - March 20, 2018. Refunds will not be granted after March 20, 2018. Refunds will not be given for no-shows after the conference. **Questions?** Call IFMA Service Center of Excellence at +1-713-623-4362 or send an email to [registrations@ifma.org](mailto:registrations@ifma.org).