

**May 18-20, 2023**

**Group Registration Form**

**Email this form to register now!**

Email: [info@syllabusx.com](mailto:info@syllabusx.com)

Please save the filled form on your PC and email as an attachment This form may be copied for additional registrations.

**Conference:** May 18-19, 2023

**Workshop:** May 20, 2023

**Venue:** Hyatt Regency Tysons Corner

**Refund Policy, Delegate Cancellations and Transfer**

Registration cancellation requests received in writing at least thirty days (30 days) prior to the event will qualify for a full refund and less 5% administrative fee. Should the original delegate be unable to attend, a substitute delegate is welcome at **no extra charge**. Any cancellation or substitution requests should be made to [info@syllabusx.com](mailto:info@syllabusx.com)

**Main Group Coordinator Contact Information**

Contact person for any questions regarding these registrations

Name \_\_\_\_\_

Title \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Mobile No. (Optional) \_\_\_\_\_

**Confirmation Details / Shipping Policy**

SyllabusX conferences registration is electronic only. No items will ship in hard copy via mail or postal service. After completing registration online or emailing a registration form, you will receive a confirmation email with a summary of your registration details, which we recommend you retain for your own records. Delegates can receive their printed badge upon presenting a valid government-issued ID. If you do not receive an email confirming your registration details two weeks prior to the conference, please contact SyllabusX.

**Group Registration Discount:** Complimentary Registrations are available for groups of five paid attendees or more from the same organization are available.

**Registration Fees** are inclusive of the conference program, presentations, workshop materials, certificates, conference breakfast, coffee breaks and snacks. Where and when applicable.

**Organization Details**

Organization \_\_\_\_\_

Type \_\_\_\_\_

Website \_\_\_\_\_

Address1 \_\_\_\_\_

Address2 \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

**Complimentary Registration**



1 for every 5 Paid Registrations

2 for every 7 Paid Registrations

3 for every 8 Paid Registrations

4 for every 11 Paid Registrations

Registration Type		Early Bird By February 28	Standard	Onsite	Delegates	Total
<b>Academic, Nonprofit &amp; Government Organizations</b>	Conference Only	\$1,585	\$1,685	<input type="checkbox"/> \$1,785		
	Conference & Workshop	\$1,885	<input type="checkbox"/> \$1,985	<input type="checkbox"/> \$2,085		
<b>Commercial Registration</b>	Conference Only	\$2,285	\$2,385	\$2,485		
	Conference & Workshop	\$2,585	\$2,685	\$2,785		

<b>Discount</b>	
<b>Total Amount for Paid Registrant(s)</b>	

**Payment Information**

**CHARGE** (Indicate type)  Visa  Master Card  American Express

Name on Card \_\_\_\_\_ Security Code \_\_\_\_\_

Account # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

**CHECK** is enclosed payable to SyllabusX  **MONEY ORDER** is enclosed payable to SyllabusX

**PURCHASE ORDER\* NO.**

Purchase Order must be attached and list all participant(s)  
 \* We accept all federal, state, local government agency, the military and educational institutions issued Purchase Orders.

Billing Organization \_\_\_\_\_

Attention \_\_\_\_\_

Billing Email \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Ways to Register**

**Register Online:**

[www.CCPconference.com](http://www.CCPconference.com)

**Register by Email:**

Send registration form and credit card info or purchase order to [info@syllabusx.com](mailto:info@syllabusx.com)

**Register by Phone:**

Phone your registration by calling 703-466-0011 with your Visa, MasterCard or purchase order information

**Register by Mail:**

Send form with check or credit card information to SyllabusX, 1900 Campus Commons Drive #100, Reston, VA 20191

May 18-20, 2023

CCPC Group Registration Form

[Reset](#) [Print Form](#)

Complete this registration form if you would like to register 5 or more individuals from your agency or organization to attend the CCP Conference in Washington, DC.

Group Name \_\_\_\_\_ Total Number of Registrants \_\_\_\_\_

### Group Registrant Information

#### Name(s) of Paid Registrant(s)

No.	First Name	Last Name	Title	Agency/Organization	Email
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

To add more registrants, please copy this page.

#### Name(s) of Free Registrant(s)

No.	First Name	Last Name	Title	Agency/Organization	Email
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

To add more registrants, please copy this page.