



# Conference Registration Form

March 23rd - 25th, 2022

Orange Beach, Alabama

**Two Forms Required:** Please submit this form along with your completed *Membership Form*.

### SECTION 1: Member Contact Information

<b>NAME</b>				<input type="checkbox"/> DR.	<input type="checkbox"/> MR.	<input type="checkbox"/> MRS.	<input type="checkbox"/> MS.
<b>JOB TITLE</b>		<b>WORK TELEPHONE</b>					
<b>INSTITUTION</b>		<b>FAX NUMBER</b>					
<b>ADDRESS</b>			<b>CELL PHONE</b>				
<b>CITY, ST &amp; ZIP</b>			<b>PRIMARY EMAIL</b>				

### SECTION 2: Conference Registration Fees

	DESCRIPTION	FEES	Please Check	AMOUNT
<b>REGISTRATION</b>	Conference Registration Fee - EARLY REGISTRATION ends 25th	\$120	<input type="checkbox"/>	
	Conference Registration Fee - February 26, 2022 or later	\$150	<input type="checkbox"/>	
	Conference Registration Fee for Students or Emeritus	\$90	<input type="checkbox"/>	
	<input type="checkbox"/> Please contact me regarding my dietary restrictions			
<b>March 23rd WEDNESDAY SCHEDULE</b>	4:30 pm - 6:30 pm - Early Arrival Registration and Check-in 6:30 pm - Dinner at YoHo's Restaurant - Trivia Night, Music, Karaoke & More		<input type="checkbox"/>	<b>No Charge</b>
<b>March 24th THURSDAY SCHEDULE</b>	7:30 am - Registration Opens			
	8:00 am - 12:00 pm - Pre-Conference Workshop SQL Training Offered by Chris Cheatwood, ACCS	\$30	<input type="checkbox"/>	
	1:30 pm - 5:00 pm - Welcome and Concurrent Sessions			
	6:00 pm - Thursday Night Special Event	Included	<input type="checkbox"/>	<b>No Charge</b>
	Guest for Thursday Night Special Event <span style="float: right;"><i>Number of Guests:</i></span>	\$38	<input type="checkbox"/>	
<b>March 25th FRIDAY SCHEDULE</b>	8:00 am - 11:00 am: Concurrent Sessions			
	11:00 am - Keynote Speaker			
	Friday Business Meeting/Luncheon	Included	<input type="checkbox"/>	<b>No Charge</b>
	Guest for Business Meeting/Luncheon <span style="float: right;"><i>Number of Guests:</i></span>	\$25	<input type="checkbox"/>	
<b>PAYMENT METHOD</b>	Purchase Order <span style="margin-left: 100px;">Check</span>			
	<p style="color: red; font-weight: bold;">Please send a copy of this completed form along with your membership form to: <a href="mailto:mjmathis@una.edu">mjmathis@una.edu</a> as soon as possible, regardless of your payment method.</p> <p style="color: red; font-weight: bold;">Note: We are unable to accept credit card payments at this time.</p>		TOTAL DUE:	
<b>MAKE CHECKS PAYABLE TO: ALAIR</b>	<b>ALAIR Treasurer Mailing Address:</b> Dr. Molly Mathis, Director Institutional Research University of North Alabama, Office of Institutional Research, 1 Harrison Plaza, Box 5121, Florence, AL 35632; Phone: (256) 765-4343/email: <a href="mailto:mjmathis@una.edu">mjmathis@una.edu</a>	<p style="color: red; font-weight: bold;">Please see Cancellation Policy on next page</p>		

Early registration rate ends February 25, 2022

contact Mandy Sessions at [msessions@wallace.edu](mailto:msessions@wallace.edu) with conference questions or visit <https://alair.org/>

## ALAIR's Conference Cancellation/Refund Policy:

In the event that a registrant cannot attend the annual ALAIR conference, substitutions are allowed at no cost. As indicated below, conference registration fees, minus annual membership dues, will be refunded if written requests are received three or more weeks prior to the start date of the conference. Written requests received between two and three weeks of the conference start date will be forwarded to the Board for refund consideration. Due to financial obligations, written requests received within two weeks of the conference start date will receive no refund; however, substitutions may still be made at no cost.

Written cancellation requests should be directed to the current ALAIR Treasurer and the Vice President/Conference Chair. For a current list of ALAIR Board members, please go to <https://alair.org/leadership> on the ALAIR.ORG website.

### Refund Amounts and Timeframes

Days Prior to the Conference Start Date (written request received)	Cancellation/Refund Amount		
	Registration Fee (minus membership dues)	Workshops	Special Events
30 or more	100% Minus membership dues	100%	100%
21-29	50% Minus membership dues	50%	50%
15-20 (requires Board approval)*	25% Minus membership dues	No Refund	No Refund
14 or less	No Refund	No Refund	No Refund

\* Written request must be received by the ALAIR Treasurer and Vice President/Conference Chair

## ALAIR Executive Board 2020-21:

**President:** Jacob Pleitz, The University of Alabama, [jdpleitz@ua.edu](mailto:jdpleitz@ua.edu)

**Vice President/Conference Chair:** Mandy Sessions, Wallace Community College - Dothan, [msessions@wallace.edu](mailto:msessions@wallace.edu)

**Past President:** Lesley Shotts, J.F. Drake State Community & Technical College, [lesley.shotts@drakestate.edu](mailto:lesley.shotts@drakestate.edu)

**Treasurer:** Molly Mathis, University of North Alabama, [mjmathis@una.edu](mailto:mjmathis@una.edu)

**Secretary:** Jessica Carroll, Wallace Community College Selma, [jessica.carroll@wccs.edu](mailto:jessica.carroll@wccs.edu)

### Members at Large:

Melody Wicker, Wallace Community College - Dothan, [mwicker@wallace.edu](mailto:mwicker@wallace.edu)

Mattie Hudson, Wallace State Community College-Hanceville, [mattiel.hudson@wallacestate.edu](mailto:mattiel.hudson@wallacestate.edu)

### Nominating Committee:

Jeffrey Guenther, Athens State University, [Jeffrey.Guenther@athens.edu](mailto:Jeffrey.Guenther@athens.edu)

Lindsay Hutcherson, Coastal Alabama Community College, [Lindsay.Hutcherson@coastalalabama.edu](mailto:Lindsay.Hutcherson@coastalalabama.edu)