

CONTACT INFORMATION

May STC provide your name, address, email, and phone number to exhibitors to contact you prior to and after the Summit?

YES! Thank you No

Full Name _____ STC Member # _____ First-time attendee

Company/School Name _____

Mailing Address _____

City _____ State/Province _____

ZIP/Postal Code _____ Country _____

Phone _____ E-mail _____

Badge Name _____

Guest Full Name _____ Guest Badge Name _____

(for Additional Tickets only)

Disabilities/special needs Per Americans with Disabilities Act (ADA) describe type of assistance requested (must be requested in advance): _____

Registration Fees – Select your registration option below

Summit Registration <i>Includes Welcome Reception, Honors Event, entrance to Expo Hall, and all education sessions Monday, Tuesday, and Wednesday.</i>	STC Professional and Academic	STC Gold	Student Member	Retired Member	Nonmember
Early rate: 1 November 2019	\$975	\$975	\$250	\$595	\$1475
Advance rate: 1 January 2020	\$1200	\$925	\$250	\$595	\$1625
Regular rate: 1 April 2020	\$1475	\$1475	\$250	\$595	\$1800
Day Rate: 16, 17 and 18 May	\$625	\$625	\$150	\$500	\$975
Preconference Sessions					
Full Day Session	\$475	\$475	\$200	\$475	\$675
Half-Day Session	\$250	\$250	\$100	\$200	\$450

Summit Registration fees: \$ _____

Full Summit Registration includes the Honors Event. Will you attend this event? Yes No

Preconference Workshops—Select which workshop(s) you want to register for:

Friday, 15 May,

Full Day Workshops: 8:00 AM–5:00 PM \$ _____

- Design Thinking Workshop
- Stand and Deliver: A Public Speaking Master Class
- Your Career Portfolio: Preparing for Future Growth

Half-Day Workshops \$ _____

8:00 AM–12:00 PM

- Building Immersive Reality into Content Strategy
- Examining Diversity and Fostering Inclusion
- Privacy Protection and Accessibility in Technical Writing
- The Information Design Workshop
- Moving From a Practitioner to a Manager

1:00–5:00 PM

- Creating Personas: Understand Your Audience
- Engaging Cultural Difference for Empowering Design
- Getting Content Strategy Buy-in
- Learning Experience Design 101
- Magic Behind Interactive Webinars

Leadership Program, Friday, 15 May, 8:00 AM–12:00 PM (complimentary registration)

Your Chapter/SIG: _____

Leadership position: _____

Speed Networking, Saturday, 16 May, 11:30 AM-12:30 PM (complimentary registration); seating limited to 50.

Increase Your Workplace Confidence Through Improv Workshop – Sunday, 17 May 1:00-3:00 PM
This workshop is a two-part workshop. It is at the same time as the other Summit education sessions.
Registration is limited to 20 people. **There is an additional \$20 registration fee for this session.**

\$ _____

Additional Tickets: Purchase these tickets for guests who are not attending the Summit

Welcome Reception, Friday, 15 May, (included with Summit registration)

Additional tickets: ____ tickets @ \$50/ticket \$ _____

Honors Event, Sunday, 17 May, 5:00 PM (included with Summit registration)

Additional tickets: ____ tickets @ \$80/ticket \$ _____

TOTAL AMOUNT DUE: \$ _____

Please charge my: Visa MasterCard American Express Discover

Card # _____ Expiration Date ____/____/____ CSC _____

Name on Card _____ Signature _____

Check/Money Order Checks must be payable in U.S. dollars or the equivalent in Canadian dollars. Registrants outside North America must make checks payable in U.S. dollars and drawn on a U.S. bank. Payment by credit card is recommended. Mail checks to Society for Technical Communication, 3251 Old Le Highway, Suite 406, Fairfax, VA 22030

CANCELLATION - REFUND - TRANSFER POLICY - All cancellation and refund requests must be submitted via email to summit@stc.org. Cancellation requests received on or before 1 March 2020 will be refunded, minus a \$150 administrative fee. Cancellation requests made after 1 March will not be refunded. Registrations are transferable to another person with a \$50 fee. Requests to transfer must be made via email by 20 April 2020. No-shows will not be issued a refund. No phone calls for cancellations or transfers please.

PHOTOGRAPHY AND RECORDING NOTICE - By entering the event premises, you consent to interviews, photography, audio recordings, video recordings and their release, publication, exhibition, or reproduction to be used for news, Web casts, promotional purposes, telecasts, advertising, inclusion on websites, or any other purpose by STC and its affiliates and representatives. You release STC, its officers and employees, and each and all persons involved from any liability connected with the taking, recording, digitizing, or publication of interviews, photographs, computer images, video and/or or sound recordings.

By entering the event premises, you waive all rights you may have to any claims for payment or royalties in connection with any exhibition, streaming, Web casting, televising, or other publication of these materials, regardless of the purpose or sponsoring of such exhibiting, broadcasting, Web casting, or other publication irrespective of whether a fee for admission or sponsorship is charged. You also waive any right to inspect or approve any photo, video, or audio recording taken by STC or the person or entity designated to do so by STC.

CHILD SAFETY – No one under the age of 18 is permitted in the conference education sessions, Expo Hall, or any other conference activities.

CODE OF CONDUCT – Please see STC's Code of Conduct at <https://summit.stc.org/stc-summit-code-of-conduct/> .