

EXHIBITOR REGISTRATION

ANNUAL SOUTHWEST ELECTRICAL METERING SCHOOL, OCTOBER 17-21, 2005

MAIL: Customer Care Center
Engineering, Utilities and Public Works Training
Texas Engineering Extension Service
301 Tarrow Street
College Station, Texas 77840-7896

PHONE: 800-824-7303

FAX: 979-458-1426

Please Print Clearly

Contact Name _____ Table Name _____

Title _____ Organization _____

Address _____

City/State/Zip _____

Phone _____ Fax _____

Attending exhibitors are responsible for the cost of the Exhibit Table **and** the registration fee for each table representatives. Please complete the form below and submit your payment with the registration.

MEMBERS REGISTRATION FEE: \$115 per person

TABLE REPRESENTATIVE	SSN* #	EXHIBIT SPACE \$65 PER TABLE <small>(please enter the number of tables you are requesting)</small>	MEMBER REGIS. FEE \$115	NOTEBOOK \$26.50 (OPTIONAL)
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____

*Section 7(b) of the Privacy Act of 1974 (5 U.S.C. 552a) requires that when any federal, state or local government agency requests an individual to disclose his or her social security account number (SSN), that individual also must be advised whether that disclosure is mandatory or voluntary, by what statutory or other authority the number is solicited and what uses will be made of it. (Call 800-824-7303 for full privacy statement.)

NON-MEMBER REGISTRATION FEE: \$315 per person - \$200/Non-Member Fee + \$115/Member Fee (**Note:** Mail non-member registration fees to SWEMA treasurer, Billy Peel. For detailed information visit the SWEMA website at <http://www.swema.org>.)

Member registration, exhibit space and notebook fees should be listed above and are payable to TEEX.

TOTAL (EXHIBIT SPACE + MEMBER + NOTEBOOK) \$ _____

PAYMENT INFORMATION

Advance registration is required. Payment must accompany registration. Make check, cashier's check or money order payable to Texas Engineering Extension Service.

Arrange payment by one of the following methods:

- Check enclosed – (Please put course name and date on your check)
- Purchase Order – (Copy of official company PO must be attached)
- Credit Card

MasterCard VISA American Express Discover

Name on card _____

Acct # _____ Expires _____

CCV# (7-digit number on the back of the card under the signature) _____

Signature _____

If you select method #2, you will receive an invoice from TEEX.

State law requires that you be informed of the following: (1) you are entitled to request to be informed about the information about yourself collected by use of this form (with a few exceptions as provided by law); (2) you are entitled to receive and review that information; and (3) you are entitled to have the information corrected at no charge to you.

TRANSFERS, CANCELLATIONS AND REFUND POLICY

If you cannot attend a class, you may contact TEEX in advance to transfer to a future session or you can transfer your seat to another person. A registrant may transfer twice without a service charge. Any additional transfers will be subject to a \$25 transfer fee.

If you must cancel attendance at a TEEX course, TEEX will provide a full refund if the cancellation is accomplished no later than 14 calendar days before the start of the class. Cancellations received less than 14 calendar days are subject to a cancellation fee of \$25 if the course is less than 40 hours in length. Courses that are greater than 40 hours in length are subject to a cancellation fee equal to 10% of the class tuition.

Registered participants who do not cancel and do not attend their scheduled sessions are liable for the entire tuition.

With few exceptions, you have the right to request, receive, review and correct information about yourself collected using this form.