



CGA CANADA 2019 ANNUAL MEETING

*SEPTEMBER 10-11, 2019
OTTAWA MARRIOTT HOTEL
OTTAWA, ONTARIO, CANADA*

REGISTRATION INFORMATION AND POLICIES

Early registration deadline: August 9, 2019

Everyone attending meetings or events scheduled in conjunction with the CGA Canada Annual Meeting must register for the meeting and pay any applicable fees. *Please remember to RSVP through your CGA Member personal page for specific committee meetings you plan to attend. An RSVP to a committee meeting does not automatically register you for this event.*

Online registration is available. The link is in the announcement section at the top of your personal page on the CGA Member Site. Please complete the on-line registration process to the end. No credit card information is needed unless your spouse/significant is accompanying you.

Or complete the registration form included with this flyer and fax to CGA.

Please review all the meeting and registration information on the meeting website prior to completing your registration. Registration must be paid in full at time of registration.

CGA Member Registration: \$0 if received by August 9, 2019

There is no meeting registration fee for members registering by the early registration deadline.

Registration includes access to committee meetings, except those marked "committee members only", and the group meals held at the meeting hotel. Please select the meals you will attend in order for CGA to accurately arrange for seating and food.

After the deadline, and on-site, a late registration fee of \$200 (USD) will apply. The late registration fee will be assessed if a person attends a committee meeting and does not preregister.

Online registration closes on August 27. After this date, registrations will only be accepted on-site.

Spouse/Significant Other Registration: \$100 (USD)

A registration fee is applicable for your spouse, significant other, or partner to attend the banquet on Tuesday. This fee covers the estimated food and beverage cost for the function.

This registration category is for a spouse, significant other, or partner who is not in an industry-related occupation. A spouse or significant other who works within the industry for a CGA member company must register as a member.

Cancellations/Changes Deadline: August 27, 2019

A written cancellation is required regardless of whether a fee is paid or not. All cancellations, changes, and requests for refunds must be submitted in writing to jhollis@cganet.com and received on or before the deadline. Refunds are subject to a \$50 (USD) processing fee. No refunds will be made for cancellations received after the deadline. Refunds will be processed after the meeting.

Substitutions

If after registering you are unable to attend the meeting, you may send a substitute. Please notify CGA in writing as soon as possible. Substitutions are allowed for full registrations only.

Contact Jana Hollis, jhollis@cganet.com or 703-788-2746, if you have any registration questions.

All fees and prices on these pages are quoted in U.S. funds (USD), unless otherwise noted.

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REGISTRATION FORM

Early registration deadline: August 9, 2019*

Badge/Contact Information *(type or print clearly)*

FIRST NAME: _____

LAST NAME/SURNAME: _____

TITLE: _____

COMPANY: _____

ADDRESS: _____

CITY: _____ PROVINCE/STATE: _____

COUNTRY: _____ POSTAL/ZIP CODE: _____

TELEPHONE: _____

E-MAIL: _____

SPOUSE/SIGNIFICANT OTHER (IF ATTENDING): _____

EMERGENCY CONTACT NAME: _____

TELEPHONE: _____ RELATIONSHIP: _____

Please indicate below all special requirements—allergies, dietary, or physical—for you and/or your significant other.

If necessary, attach a written description. Every effort will be made to accommodate special requests.

Payment information

CGA Federal Tax ID 13-0594100

Charge to: MasterCard VISA AMEX

CARD NUMBER _____

VALID THRU (MM/YY) _____ SECURITY CODE _____ BILLING ZIP/POSTAL CODE _____

PRINTED NAME OF CARD HOLDER _____

SIGNATURE _____ DATE SIGNED _____

Check enclosed (Check must be payable to CGA in U.S. funds and drawn on a U.S. bank. Checks drawn on a non-U.S. bank will not be accepted and will delay processing of your registration.)

Fax completed form to 703-961-1831
Or mail to:
Compressed Gas Association
Attn: CGA Canada 2019 Annual Meeting
14501 George Carter Way, Suite 103
Chantilly, VA 20151

CGA Member \$0

*Registrations received after deadline ... \$200

Group Meal Functions: *Check all applicable boxes below for group meal functions you plan to attend. This information is needed to accurately arrange for seating and food and beverage.*

- Lunch (Tuesday)
- Banquet (Tuesday)
- Breakfast/Annual Meeting (Wednesday)

Spouse/Significant Other \$100

Fee is applicable for your spouse, significant other, or partner to attend the banquet on Tuesday.

Total payment \$ _____

All fees are stated in U.S. funds.

- Registration will be confirmed by CGA within three days of receipt.
- **Cancellation/Changes Deadline: August 27, 2019**
- A written cancellation is required regardless of whether a fee is paid or not. All cancellations, changes, and requests for refunds must be submitted in writing and received by CGA prior the deadline. Refunds are subject to a \$50 (USD) processing fee. No refunds will be made for cancellations received after this date for any reason. Refunds will be processed after the meeting.
- **Substitutions:** If after registering you are unable to attend the meeting you may send a substitute. Please notify CGA in writing as soon as possible. Substitutions are allowed for full registrations only.



Question? Contact Jana Hollis, jhollis@cganet.com or 703-788-2746.