



Two Ways to Register

Your registration will not be processed until payment is received.

1. Register online with credit card payment at: www.tml.org (click on “Training”)
2. Mail this form and your payment to:
 TML Administrative Services
 1821 Rutherford Lane, Suite 400
 Austin, TX 78754-5101

Registration Fee

	By November 2	After November 2
<input type="checkbox"/> Online	\$145	\$165
<input type="checkbox"/> Mail-in	\$145	\$165
<input type="checkbox"/> Onsite	\$165	
		Total Payment: _____

Registration fee includes handouts received, refreshments, and continental breakfast and lunch on Thursday. Due to limited seating this event is open to registered delegates only and is not open to guests. If special circumstances require bringing a guest please contact us at Timemanagement@tml.org for special pricing.

Confirmations/Badges:

Workshop confirmations will be mailed in advance if an email address is provided. Name badges will be provided onsite.

Cancellation and Substitution Policy: If you are registered and cannot attend, we encourage you to send a substitute. If you cannot send a substitute, a \$45 cancellation fee will be assessed if written cancellation is emailed to acct@tml.org by **November 2, 2017**. No refunds will be honored after that date.

Questions: Please contact us at **512-231-7400** or Timemanagement@tml.org, if you have any questions.

Please print or type below.

Full Name _____ Badge Name _____

Title _____

City/Organization _____

Mailing Address _____

City/State/Zip _____

Phone (____) _____ Fax (____) _____ Email _____

I require the following special accommodations _____

Mail this form with check payment to:
 Administrative Services • 1821 Rutherford Lane, Suite 400 • Austin, Texas • 78754