

VIRGINIA LEADERSHIP RETREAT

2019 Registration Form

July 25th — July 28th, 2019 · The Omni Homestead Resort

In order for us to better serve you, please ensure you complete BOTH sides of this registration form.

COMPANY NAME: _____

1 st Registrant	Designation(s)	E-Mail Address
2 nd Registrant	Designation(s)	E-Mail Address
3 rd Registrant	Designation(s)	E-Mail Address
4 th Registrant	Designation(s)	E-Mail Address

Company Address/City/State/Zip Code

Business Telephone Number

REGISTRATION FOR MANAGER MEMBERS:

Includes all education sessions, Early Bird Activities, Friday Welcome Reception, Saturday Breakfast, Lunch & Dinner & Sunday Breakfast. *Non CAI Manager members will be charged an additional fee.*

	<i>By June 30th</i>	<i>After June 30th</i>
1st Registrant	\$295	\$345
2nd & Additional Registrants	\$245	\$345

From same firm/association. Discount applies only when registrants are submitted together (CAI Members only).

REGISTRATION FOR CAI BUSINESS PARTNER MEMBERS:

Limited to first 40 Companies. Includes education sessions as space permits, Early Bird Activities, Friday Welcome Reception, Saturday Breakfast, Lunch & Dinner and Sunday Breakfast. **Registration fee includes TWO Company Representatives.** All Business Partners will have the opportunity to display their information on a 3' x 4' draped table top during the day Saturday.

	<i>By June 30th</i>	<i>After June 30th</i>
Two Company Representatives	\$750	\$800
3rd & Additional Registrants	\$300	\$375

From same firm. Discount applies only when registrants are submitted together (CAI Business Partner Members Only).

Please check here if your company would like to utilize the 3'x4' table top .
Electricity is **NOT** available.

REGISTRATION FOR ADDITIONAL ADULT GUESTS: Includes Friday Welcome Reception, Saturday Breakfast & Dinner and Sunday Breakfast. Guest fee does not include educational sessions or Saturday lunch. Please indicate here **ONLY** if you need additional tickets for guests. Adult guest tickets are reserved for spouses/friends. Adult guest tickets may not be purchased for managers or CAI Business Partner Members. **Guest tickets may be purchased prior to June 30th for \$225 and \$260 after June 30th.**

Name(s) of Adult Guest(s):

Name(s) of Adult Guest(s):

Name(s) of Adult Guest(s):

Name(s) of Adult Guest(s):

PAYMENT POLICY: No registration will be processed without full payment. The Virginia Leadership Retreat accepts checks in U.S. Dollars, American Express, Discover, MasterCard and Visa for your convenience. Please make checks payable to Virginia Leadership Retreat or CAI. Please forward payments to: **Virginia Leadership Retreat c/o WMC-CAI, 7600 Leesburg Pike, Suite 100 West, Falls Church, VA 22043. If paying by credit card, please complete ALL information on reverse side of this form.**

CANCELLATION POLICY: Registration Fees are non-refundable. All tickets purchased onsite are non-refundable.

PRIVATE PARTY POLICY: Hospitality suites and hosted events must be approved by the Virginia Leadership Retreat and CAI. Only hosted events approved or sponsored by the Virginia Leadership Retreat and CAI are permitted during official conference activities

SUITCASING POLICY: The Virginia Leadership Retreat and CAI have a no-tolerance policy regarding "suitcasing", which describes the practice of non-registered companies or individuals soliciting sales and/or representing their services or soliciting conference participants for conflicting social activities. Violators of this policy will be ejected from the show and charged the business partner registration rate (\$800), which must be paid prior to registering as an attendee, exhibitor or sponsor at any future Virginia Leadership Retreat, CAI conference or event.

PHOTO DISCLAIMER: By registering for and/or attending any CAI and Virginia Leadership Retreat event I understand that publicity photographs and/or videos may be taken during the event and my likeness may appear in these images. By registering for and/or attending the event, I hereby give permission that photos and/or videos containing my likeness may be used for publicity or general information purposes including, but not limited to, publication on the CAI and Virginia Leadership Retreat website or other publicity, whether in print or electronic mediums, which may be seen by the general public. CAI and Virginia Leadership Retreat will not seek any further permission nor provide any notification before using such images.



GOLF TOURNAMENT REGISTRATION: Registration includes a boxed lunch, greens fees and a cart. Additional snacks and beverages are available for purchase at the golf course. The Golf Tournament is on Friday, July 26, 2019 beginning at 9:30AM and is available on a first come, first served basis. For more information about The Homestead's Old Course, please visit www.thehomestead.com or call 1-540-839-1766. **Registration fee is \$150 if paid by June 30th or \$195 if paid after June 30th.**

Name of Golfer

Name of Golfer

Name of Golfer

Name of Golfer

Brewery Tour & TASTING: On Friday, July 26, 2019 you will join others on a Brewery Tour & Tasting class. Open to all VLR Registrants and guests. Participants must be 21 or older. **Registration fee is \$55/person if paid by June 30th or \$60/person if paid after June 30th.**

Name of Participant

Name of Participant

Name of Participant

Name of Participant

PAINT & SIP: On Friday, July 26, 2019 "Sign up, show up, sip up, paint!" Enjoy some wine and create memories that will last a lifetime in our two-hour painting class. Session will be conducted by an Instructor from Wine and Design. Sure to please your palette and your palate! Participants must be 21 or older. **Registration fee is \$80/person if paid by June 30th or \$85/person if paid after June 30th.**

Name of Participant

Name of Participant

Name of Participant

Name of Participant

SPECIAL "EARLY BIRD" EVENTS: Arrive at The Homestead on Thursday, July 25, 2019 and join in the Networking Fun! The VLR has planned several events throughout the day on Thursday, July 25th and Friday, July 26th to start the retreat out on a lively note. Join us for fun and prizes while getting to know other Retreat attendees. Guests and family members are welcome to attend these events as well as a special private matinee movie on Saturday in The Homestead Theater. All activities are FREE to conference attendees and their guests who pre-register. Please let us know which of these events you will be attending by sending an email to the committee at: vlrcommittee@gmail.com. Registration for the Full Conference and Special Events will be on Thursday morning before the activities begin.

ROOM BLOCK INFORMATION: To make hotel reservations, please follow this link: <https://www.omnihotels.com/hotels/homestead-virginia/meetings/virginia-leadership-retreat-2019> or complete the online form on any of the Virginia Chapter websites. If you have questions, please call 800-838-1766. The "VLR Rate" is \$259.00 and this includes the \$25 resort fee. This year the room rate includes: Valet Parking, Access to the Fitness Center & Indoor Pool, Access to the Family Pool Complex, Daily Newspaper, Nightly Movies in the Historic Theater and Wireless Internet in the Guestrooms & Public Areas. Attendees are responsible for ALL hotel reservations and costs. Please do not include the hotel pricing information on this form.

<u>REGISTRATION OR EVENT</u>	<u>FEE BEFORE</u>	<u>FEE AFTER</u>	<u>SUBTOTAL</u>	<u>TOTAL</u>
	<u>JUNE 30</u>	<u>JUNE 30</u>		
1 st Full Conference Manager Registration <i>(non CAI members, please add \$100 per registrant)</i>	\$295 x _____	\$345 x _____	\$ _____	\$ _____
2 nd & Additional Manager Registration (from same firm)	\$245 x _____	\$345 x _____	\$ _____	\$ _____
Business Partner Registration (includes 2 representatives)	\$750 x _____	\$800 x _____	\$ _____	\$ _____
3 rd & Additional Business Partner Registration	\$300 x _____	\$375 X _____	\$ _____	\$ _____
Additional Adult Guest(s)	\$225 x _____	\$260 x _____	\$ _____	\$ _____
Golf Tournament	\$150 x _____	\$195 x _____	\$ _____	\$ _____
Paint & Sip	\$ 80 x _____	\$ 85 x _____	\$ _____	\$ _____
Brewery Tour & Tasting	\$ 55 x _____	\$ 60 x _____	\$ _____	\$ _____
All registrations MUST include payment. VLR accepts checks, American Express, Discover, MasterCard and Visa for your convenience. Forms may be scanned to events@caidc.org to secure limited spacing with payment to follow. Please make checks payable to Virginia Leadership Retreat. If paying by credit card, you must complete the following:			Grand Total	\$ _____
Name on Card _____	Expiration Date _____			
Credit Card Number _____	CVV Code _____			
Email for receipt _____	Billing Address Zip Code _____			

