

SAA MEETING REGISTRATION FORM

BIRMINGHAM, AL • AUGUST 19–25, 2002

Please type or print clearly.

Last Name _____ First _____

Name On Badge (First Name) _____ (Last Name) _____
(Up to 20 characters) (Up to 40 characters)

Institution _____

Daytime Telephone _____

Fax _____

Mailing Address _____

City _____

State _____ Zip Code _____ Country _____

E-mail _____

Web site _____

FOR OFFICE USE ONLY: EVENT # 2002 BATCH # _____ REGISTRATION # _____ LAST NAME _____ AMOUNT \$ _____ CHECK # _____
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SAA Individual Member: NO YES Member ID # _____ (Please refer to number on mailing label above your name)

SAA Institutional Member: NO YES Institution Member ID#: _____

(Only one individual per Regular Institutional Membership can register at the member rate; three individuals per Sustaining Institutional Membership can register at the member rate)

ARMA International Individual Member: NO YES Member ID # _____

Accompanying Guest Name for whom tickets have been purchased _____

Navigator Program

Yes, please assign me a Navigator. Yes, please contact me about serving as a Navigator.

Roommate Request

Yes, place me on the roommate request list. I will need a roommate for the following nights:

ALL or 8/18 8/19 8/20 8/21 8/22 8/23 8/24 8/25 (circle appropriate dates)

My preferences for a roommate are: Female Male Smoking Nonsmoking

SPECIAL ACCESSIBILITY REQUIREMENTS

Individuals with special accessibility requirements are encouraged to let SAA know so that every effort can be made to ensure your full participation in this meeting. Please check the box if you would like to be contacted so that SAA can accommodate your requirements.

SPECIAL DIETARY REQUIREMENTS

Coffee breaks are provided Thursday and Friday mornings in the exhibit hall. The Friday evening reception will provide beverages and hors d'oeuvres. All other meals are on your own unless you have registered for a ticketed event.

Please check the box(es) below if you have any special dietary requirements.

Vegetarian – dairy and seafood okay

Vegetarian – no dairy

Vegetarian – no seafood

Lactose intolerant

Food allergy, please specify _____

FORM CONTINUES ON REVERSE SIDE

SAA MEETING REGISTRATION FORM (cont.)

Registrant name: (please print) _____

REGISTRATION FEES	Nonmembers	SAA Members	Total
Preregistration Fee (postmarked or faxed on or before July 1, 2002)	\$325	\$275	_____
Registration Fee (postmarked or faxed after July 1, 2002, but on or before July 22, 2002)	\$355	\$305	_____
Late Registration Fee (After July 22, 2002, please register onsite)	\$375	\$325	_____
Student Registration	\$110	\$100	_____
One-Day Per Day Fee, Please indicate day(s) _____	\$145	\$130	_____
Exhibitor	comp	comp	_____
		Subtotal	_____

TICKETED SPECIAL EVENTS	# of Tickets	Nonmembers	SAA Members	Total
An Evening at Rickwood Field – Wednesday, August 21	_____	\$25	\$25	_____
Birmingham Civil Rights Institute Reception – Friday, August 23	_____	Free to those registered.		_____
Guest Ticket to Above Reception	_____	\$35	\$35	_____
ACA Lunch – Friday, August 23	_____	\$30	\$30	_____
Lone Arranger Discussion (see below) with Lunch – Friday, August 23	_____	\$25	\$25	_____
Lone Arranger Discussion (see below) without Lunch – Friday, August 23	_____	\$0	\$0	_____
Blues, Brew, and Barbecue – August 24	_____	\$30	\$30	_____
		SUBTOTAL FROM ABOVE		\$ _____
		TOURS SUBTOTAL (from page 47)		\$ _____
		GRAND TOTAL		\$ _____

Please check any of the "Archives Unplugged" sessions you plan to attend:

- Fundamentals of Archival Acquisition and Appraisal, Thursday, August 22, 1:30 p.m. – 3:00 p.m.
- Arrangement and Description, Thursday, August 22, 3:30 p.m. – 5:00 p.m.
- Issues in Preservation of Archival Materials, Friday, August 23, 1:00 p.m. – 2:30 p.m.
- Fundamentals of Archival Reference, Friday, August 23, 3:00 p.m. – 4:30 p.m.
- Visual Materials in Archival Collections, Saturday, August 24, 1:00 p.m. – 2:30 p.m.
- Fundamentals of Electronic Records Management, Saturday, August 24, 3:00 p.m. – 4:30 p.m.

METHOD OF PAYMENT

Prepayment is required. All payments must be in U.S. funds. SAA accepts checks, Visa or MasterCard. Do not send cash.

- CHECK # _____ VISA MASTERCARD

_____ CARD # _____ EXP. DATE _____ SIGNATURE _____

Please list topics of interest to you as a lone arranger:

If you would like to be a discussion group facilitator, please indicate accordingly: YES NO

Send completed form with payment to:
Society of American Archivists
527 S. Wells St., 5th Floor. Chicago, IL 60607-3922

or submit via fax along with credit card information, fax 312/347-1452.

Please do NOT submit registration via both fax and regular post.

TOURS REGISTRATION FORM

PLEASE MAIL THIS FORM ALONG WITH YOUR ANNUAL MEETING REGISTRATION FORM DIRECTLY TO:

The Society of American Archivists, 527 S. Wells St., 5th Floor, Chicago, IL 60607

Questions? Call the Society of American Archivists. Forms with credit card information as payment can be faxed to 312/347-1452. Checks should be made payable to the Society of American Archivists. Please include payment for tours with meeting registration fee payment so that both may be processed at one time.

THE DEADLINE FOR TOUR REGISTRATION IS AUGUST 2, 2002.

A confirmation letter of tour participation will be mailed upon receipt of registration form and payment. This confirmation letter will serve as your tour ticket. Tour registration cannot be processed without payment. SAA reserves the right to cancel any tour that does not meet the 25-person minimum requirement. In such case, those registered will be notified and refunded via regular mail.

TOUR DAY/DATE	TIME	NAME OF TOUR	COST	# OF TICKETS	TOTAL
Tuesday, August 20	8:00 a.m. – 7:00 p.m.	Bus Boycott to Selma March	\$55	_____	_____
Wednesday, August 21	8:00 a.m. – 7:00 p.m.	Bus Boycott to Selma March	\$55	_____	_____
Wednesday, August 21	8:30 a.m. – 6:30 p.m.	Historical and Cultural Ramble	\$50	_____	_____
Wednesday, August 21	9:00 a.m. – 11:30 a.m.	Downtown Pioneer Churches	\$15	_____	_____
Wednesday, August 21	9:30 a.m. – 4:30 p.m.	Historic Alabama Ironworks	\$40	_____	_____
Wednesday, August 21	10:00 a.m. – 12:30 p.m.	Civil Rights District	\$15	_____	_____
Wednesday, August 21	1:00 p.m. – 5:00 p.m.	Antebellum Alabama	\$25	_____	_____
Thursday, August 22	8:00 a.m. – 10:30 a.m.	Civil Rights District	\$15	_____	_____
Thursday, August 22	8:15 a.m. – 9:15 a.m.	Oakhill Cemetery Walking	\$12	_____	_____
Thursday, August 22	9:30 a.m. – 10:30 a.m.	Oakhill Cemetery Walking	\$12	_____	_____
Friday, August 23	8:00 a.m. – 10:30 a.m.	Downtown Pioneer Churches	\$15	_____	_____
Friday, August 23	10:00 a.m. – 12:30 p.m.	Civil Rights District	\$15	_____	_____

Total Amount Due \$ _____

Please type or print clearly.

Last Name _____ First _____

Mailing Address _____

City _____ State _____ Zip Code _____

Daytime Telephone _____ Fax _____ E-mail _____

Please indicate any food allergies or vegetarian dietary needs here: _____

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Check # _____ Visa MasterCard

_____ Card # _____ Exp. Date _____ Signature _____

All tours will meet in the lobby of the Sheraton Birmingham Hotel unless otherwise noted. Please arrive 10-15 minutes prior to departure time as tours will leave promptly as scheduled.