

CITY OF RAPID CITY TRAVEL REQUEST

LF031208-08

Person requesting travel Brian Maliske Department RP Civic Center

I hereby request permission to travel for the following purpose: (Give specific nature of business and interest of the City to justify cost involved.)

IAAM Conference & Trade Show

List all other City employees, if any, making the trip for the same purpose:

Place of meeting or destination: Anaheim, CA
Date of meeting July 26-29, 2008
Date trip to begin July 26 Date trip will end July 30
Method of transportation requested Air

Table with 2 columns: Description and Amount. Rows include: Estimated transportation cost (\$450.00), Meals (180.00), Lodging (5 days, \$30.00), Other costs - description (Car Rental 100.00, Registration 595.00), Total estimated cost of trip (\$2155.00).

Signed (person requesting travel) Date (Department Head) Date

When the cost of the trip will exceed \$500, per employee, this section must be signed.

In accordance with the provisions of Rapid City ordinances and travel regulations, consent is hereby given for travel as requested in the foregoing application. Maximum cost of trip authorized is \$

Approved: Mayor Date

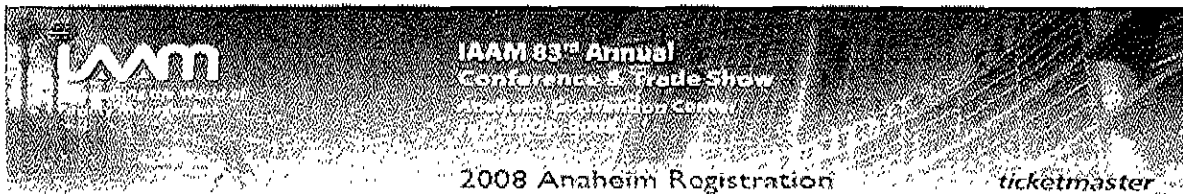
When the cost of the trip will exceed \$1,500, per event, Council approval is required.

Approved by Common Council on (Date)

White copy - Mayor

Yellow copy - Finance

Gold copy - Department copy



CONFERENCE REGISTRATION 83rd Annual Conference & Trade Show

Badge Data

Active
 Allied
 Honorary
 Retired
 Student
 McClavey Award Winner
 Membership Type
 Distinguished Allied Recipient
 Faculty
 First Timer?

Primary Facility Type

First Name
 Last Name CFE
 Position Title
 Facility/Company
 Address
 City
 State/Province
 ZIP/Postal Code
 Country
 Phone
 Fax
 E-mail



Check here if you have special needs that IAAM may assist with, including dietary restrictions and vegetarian preference. Fax written description of specific needs to (972) 908-7418, ATTN: Brenda Pennington, Conference Registration, and IAAM will contact you.

RSVP is required, please check events you plan to attend.

Spouse OR Companion (only if registered)

Business Associates Must Register Individually

Youth Names (only if registered)

Friday, July 25

President's Reception, 6:30 - 8:30 pm

Oglebay Alumni Hospitality Suite, 9:00 - 11:00 pm **Oglebay Alumni ONLY

Saturday, July 26

New Members / First Timers Breakfast, 7:30 - 8:30 am



Trade Show Opening Reception, 6:00 - 9:00 pm

Sunday, July 27



Buffet in Exhibit Hall, 12:00 - 2:00 pm

International Reception, 4:00 - 5:00 pm

83rd Annual Conference Registration

Monday, July 28

Continental Breakfast in Exhibit Hall, 9:00 – 10:15 am

Inaugural Luncheon, 12:00 – 1:30 pm

✓

Agency Reception, 4:00 – 5:00 pm

✗

IAAM Fun Night House of Blues, 6:30 – 10:30 pm

Tuesday, July 29

CFE Honors Breakfast (CFE's Only), 7:30 – 8:30 am

Fees for Annual Conference & Trade Show ONLY

Pre-Registration will be accepted at IAAM Headquarters until July 7, 2008.

*\$100.00 on-site fee added after July 7

Required Conference Fees	Early Bird Thru March 17	Regular March 18 - July 7	Attendees
IAAM Member	\$595*	\$695*	10
Student/Retired Member	\$165	\$165	()
Spouse/Companion*	\$150	\$150	[]
Youth (18 & under)*	\$75	\$75	

Optional Fee Events

Add NAC Conference Educational Sessions

(does not include social or meal functions)

PLEASE REFER TO NAC'S WEB-SITE AT www.naconline.org FOR DETAILS

\$100 []

Facility Tours:
Tuesday, July 29, 1:30 - 3:30 pm.

	Total	Number of Attendees
Aronas	\$10	
Convention Center Tour	\$10	
Performing Arts Center Tour	\$10	

Payment Information

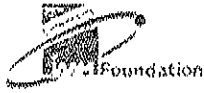
All fees are payable in U.S. Dollars. Membership in IAAM is on an individual basis. Member rates apply to all individuals with a current membership status at time of registration. For membership inquiries please contact Gina Brydson or Krista Vidaver at (672) 906-7441.

CANCELLATIONS and REFUNDS

All cancellations and/or refund requests must be made in writing and either mailed to IAAM Conference Registration, ATTN: Brenda Pennington, 635 Fitz Drive, Suite 100, Coppell, TX 75019; or faxed to (672) 906-7418; or you may email.

No telephone requests will be honored. If the request is postmarked on or before May 1st; fees will be returned less a \$50 handling charge; after May 1st but before June 9th, 50% of fee will be returned. No refunds will be granted after June 9th, 2008.

83rd Annual Conference Registration



To Register for Foundation Golf or the Harley Ride, please visit iaam.org

Total Fees (USD) 1,100.00

Promotional Code Promotional Code Discount 0.00

TOTAL AMOUNT DUE (USD) 1,100.00

Purchase Order

A credit card number is required when using a Purchase Order. Payment must be received in 30 days or credit card will be charged. You will be notified before a charge is made.

Credit card (American Express (MasterCard (Visa

Cardholder name

Card number (enter only numbers - no dashes or spaces)

Expiration date 1 . 2008 .

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