

## Registration Form

**PLEASE USE BLOCK LETTERS, AND USE ONE FORM PER REGISTRANT.**

Mr.  Mrs.  Ms. Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company/Institution: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Country: \_\_\_\_\_ E-mail: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Are you a Conference Speaker?  Yes  No

<b>REGISTRATION FEES</b> (Check One)	<b>Early Registration</b> (through September 29, 2008)	<b>Standard Registration</b> (on or after September 30, 2008)	<b>SPECIAL EVENT FEES</b>
ITechLaw Member or Affiliate	<input type="checkbox"/> 975 €	<input type="checkbox"/> 1075 €	Gala Reception and Dinner 175 € per ticket
Non-member	<input type="checkbox"/> 1175 €	<input type="checkbox"/> 1275 €	You may purchase additional tickets for guests.
Academic/Gov't	<input type="checkbox"/> 580 €	<input type="checkbox"/> 580 €	_____ tickets @ 175 € each = _____ €
Student*	<input type="checkbox"/> 430 €	<input type="checkbox"/> 430 €	

<b>GRAND TOTAL FEES</b> (Registration + Special Event Fees)	_____ €
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Name(s) of Gala Dinner guests: \_\_\_\_\_

Check here if under the Americans with Disabilities Act you require auxiliary aids or services.

Are you attending, at no additional cost, the Welcome Reception (evening, November 5, 2008)?  Yes  No

Are you attending, at no additional cost, the Closing Reception (evening, November 7, 2008)?  Yes  No

Please indicate which Committee Meetings you plan to attend throughout the conference:

- ITechLaw In-House Counsel Committee November 6, 2008 - 1:00 – 2:15 p.m.
- ITechLaw Substantive Law Committees, November 6, 2008 – 5:00 – 7:00 p.m.
- Intellectual Property Law Committee
- e-Commerce Law Committee
- Data Protection Law Committee
- Outsourcing Law Committee
- ITechLaw I-WIN Committee Meeting (ITechLaw Women's International Network) – November 7, 8:00 a.m. – 8:45 a.m.
- ITechLaw Local Representatives Committee, November 7, 2008 – 1:00 – 2:15 p.m.

### **Payment (must accompany registration)**

Please indicate "Barcelona 2008" and your name on all registration payments.

**By enclosed check or money order** (Payment must be received prior to the conference, made payable to ITechLaw, and must be U.S. funds and U.S. bank.)

**By credit card**       Visa       MasterCard       AMEX

Card No. \_\_\_\_\_

Exp. Date \_\_\_\_\_

Signature \_\_\_\_\_

**By wire transfer**      Date wire transfer sent: \_\_\_\_\_

Send wire transfers to: Account No. 1300081926 / Routing No. 011500120 /  
Swift Code CTZIUS33, Citizens Bank, 757 Turnpike Street, N. Andover, MA 01845 USA

#### **Send form to:**

ITechLaw

2008 Barcelona Conference

401 Edgewater Place, Suite 600  
Wakefield, MA 01880 USA

#### **Or fax to:**

+1 (781) 224-1239

#### **Registration:**

Registration is open to all. Fees are based on ITechLaw member status. Non-members are welcome; a complimentary one-year membership is included with the non-member registration fee (membership will be valid November 10, 2008 to June 30, 2009). Registrations are not valid until the fee has been paid. Questions regarding membership should be directed to [memberservices@itechlaw.org](mailto:memberservices@itechlaw.org), or call +1 (781) 876-8877.

#### **Confirmation of your Registration:**

For registrations made on-line, confirmation of registration will be sent via email immediately. For registrations made with check payment via mail, please allow two weeks for processing; confirmation of registration will be sent via email immediately upon processing. If you do not receive your confirmation after 30 days, please call +1 (781) 876-8877 or e-mail [memberservices@itechlaw.org](mailto:memberservices@itechlaw.org).

#### **What Your Registration Includes:**

Your registration includes admission to the conference sessions, access to speaker presentations and papers, a comprehensive attendee list, access to exhibits, daily breakfast and lunch, and admittance to the Welcome and Closing Reception. The Gala Reception and Dinner is not included and must be purchased separately.

Conference program and registration details are subject to change. Please see the Web site for ongoing updated information about the conference.

#### **Group Registration:**

A discount is available for groups of 3 or more people registering from the same organization. To receive the special rate, you must contact

us before registering for the conference and we will inform you of how to proceed with processing the group registration. Please contact us at [memberservices@itechlaw.org](mailto:memberservices@itechlaw.org) or call +1 (781) 876-8877.

#### **\*Student Registrations:**

Students must have a valid student ID in order to qualify for the student registration fees. You must show your valid student ID when checking in at the meeting to verify student status.

#### **Cancellation Policy:**

Refunds are available based on when you cancel. Cancellations made on or before October 2, 2008 will be refunded 100% of the registration fee, less a \$25 administrative fee to cover the processing cost. Cancellations made from October 3, 2008 to October 23, 2008 will be refunded 50% of the registration fee, less a \$25 administrative fee. No refunds will be available for cancellations made on or after October 24, 2008 or for no-shows. You may substitute another person from your firm or company if you are unable to attend. Requests for refunds in accordance with this policy or substitutions may be submitted via email to [memberservices@itechlaw.org](mailto:memberservices@itechlaw.org), or call +1 (781) 876-8877.

#### **Cancellation Deadlines:**

On or before October 2, 2008 – 100% refund (less wire transfer fee)  
October 3-October 23, 2008 – 50% refund (less wire transfer fee)  
After October 24, 2008 – No refund

#### **Questions:**

Questions regarding registration or ITechLaw membership may be directed to ITechLaw Member Services at [memberservices@itechlaw.org](mailto:memberservices@itechlaw.org) or +1 (781) 876-8877.