

## CONFERENCE REGISTRATION OPTIONS AND RATES

### **Two (2) Day Registration Package**

A two (2) day registration package includes morning and afternoon hospitality breaks on both days, lunch on both days, keynote sessions, concurrent sessions, and the Exhibitor Fair as well as access to the Networking / Cocktail Reception (May 3, 2017) and the CDAA AGM and Awards Ceremony (May 4, 2017).

### **One (1) Day Registration Package**

Attendance on either day of the conference includes morning and afternoon hospitality breaks, lunch, keynote session, concurrent sessions, and the Exhibitor Fair as well as access to the Networking / Cocktail Reception (May 3, 2017) or the CDAA AGM and Awards Ceremony (May 4, 2017).

Please note that the CDAA 20<sup>th</sup> Anniversary Gala Celebration (May 3, 2017) is a ticketed event. Event and ticket purchase details will be available on the CDAA website in the coming weeks.

### **Supporting Organization Discount**

Members of organizations recognized by the CDAA as “Supporting Organizations” will receive a 10% discount off the CDAA non-member early-bird and the CDAA non-member regular registration rates. CDAA members are not eligible for an additional “Supporting Organization” discount. For more information about how to become a “Supporting Organization” please contact Paula Wischoff Yerama, CDAA Executive Director, at [ed@careerdevelopment.ab.ca](mailto:ed@careerdevelopment.ab.ca). To register for the conference as a member of a Supporting Organization please contact Alice Funk, CDAA Administrator, at [admin@careerdevelopment.ab.ca](mailto:admin@careerdevelopment.ab.ca).

### **CDAA Organizational Member Discount**

Organizational Members of the CDAA will receive a 10% discount for up to nine (9) non-member registrations and a 15% discount for between 10 and 20 non-member registrations. To register for the conference as an employee of an Organizational Member please contact Alice Funk, CDAA Administrator, at [admin@careerdevelopment.ab.ca](mailto:admin@careerdevelopment.ab.ca).

### **Presenter / Exhibitor Discount**

ALL presenters and exhibitors must register for the Alberta Career Development Conference. Presenters and exhibitors will receive a discounted rate on both One (1) Day (\$25.00 discount) and Two (2) Day (\$50.00) registrations. The One (1) Day registration rate is \$150.00 + GST and the Two (2) Day registration rate is \$225.00 + GST. Please contact Alice Funk, CDAA Administrator, at [admin@careerdevelopment.ab.ca](mailto:admin@careerdevelopment.ab.ca) with any questions regarding your registration.

## REGISTRATION RATES

### **Early-Bird Rates (Registration Deadline: March 15, 2017)**

#### CDAA Member Early-Bird Rate

Two (2) Day Conference Registration: \$275.00 + GST  
Day One (1) Conference Registration ONLY: \$175.00 + GST  
Day Two (2) Conference Registration ONLY: \$175.00 + GST

#### CDAA Non-Member Early-Bird Rate

Two (2) Day Conference Registration: \$400.00 + GST  
Day One (1) Conference Registration ONLY: \$300.00 + GST  
Day Two (2) Conference Registration ONLY: \$300.00 + GST

#### **Regular Rates (Registration Deadline: April 15, 2017)**

##### CDAA Member Regular Rate

Two (2) Day Conference Registration: \$325.00 + GST  
Day One (1) Conference Registration ONLY: \$225.00 + GST  
Day Two (2) Conference Registration ONLY: \$225.00 + GST

##### CDAA Non-Member Regular Rate

Two (2) Day Conference Registration: \$450.00 + GST  
Day One (1) Conference Registration ONLY: \$350.00 + GST  
Day Two (2) Conference Registration ONLY: \$350.00 + GST

#### **Presenter / Exhibitor Rates (Registration Deadline: March 15, 2017)**

##### Presenter / Exhibitor Registration Rate

Two (2) Day Conference Registration: \$225.00 + GST  
Day One (1) Conference Registration ONLY: \$150.00 + GST  
Day Two (2) Conference Registration ONLY: \$150.00 + GST

##### Exhibitor Booth

\$350.00 + GST

#### **CANCELLATION POLICY**

Requests for cancellation must be made in writing to Alice Funk at [admin@careerdevelopment.ab.ca](mailto:admin@careerdevelopment.ab.ca). All cancellation requests must be made by April 15, 2017 for a full refund. THERE WILL BE NO REFUNDS AFTER April 15, 2017. Refunds will be issued within two weeks of receipt of written notice. Delegate substitutions are permissible; please contact Alice Funk at [admin@careerdevelopment.ab.ca](mailto:admin@careerdevelopment.ab.ca) to make any delegate substitutions.

#### **SUPPORT PERSONS POLICY**

The registration fee for any support person accompanying a delegate with a disability to the conference will be waived.

## PHOTOGRAPHY

A photographer / videographer may be taking images of the proceedings including delegates, presenters, and exhibitors. By registering for the conference, you consent to your photo / video being taken and published by the CDAA as part of conference related materials or for promotional purposes.

If you do not consent for images of you to be used by the CDAA as part of conference related materials or for promotional purposes, please indicate your non-consent and we will make every effort possible to avoid including you in photographs or videos.

I do not consent to photos / videos of me being used by the CDAA as part of conference related materials or for promotional purposes.

## PRIVACY POLICY

The CDAA respects your privacy and protects your personal information. We will not rent, sell, or trade your information. The information you provide will be used to keep you informed and up to date on the CDAA and conference related activities. For further information, please contact Alice Funk at [admin@careerdevelopment.ab.ca](mailto:admin@careerdevelopment.ab.ca) or Paula Wischoff Yerama at [ed@careerdevelopment.ab.ca](mailto:ed@careerdevelopment.ab.ca).

## QUESTIONS

Please direct all questions regarding registration to Alice Funk at [admin@careerdevelopment.ab.ca](mailto:admin@careerdevelopment.ab.ca) or Paula Wischoff Yerama at [ed@careerdevelopment.ab.ca](mailto:ed@careerdevelopment.ab.ca).