



# 2018 Fall Conference ■ October 11–13

Lansdowne Resort and Spa • 44050 Woodridge Pkwy, Leesburg, VA 20176 • (703) 729-8400

## Guest Registration Form

Please complete a separate registration form for each guest.

Name of guest \_\_\_\_\_

Preferred name for name tag, if different from above. \_\_\_\_\_

Guest of \_\_\_\_\_

Please list any food allergies or special dietary requirements. \_\_\_\_\_

### Register Online

Complete your registration online at [lgava.org](http://lgava.org). You may pay online with a credit card (MasterCard, Visa, AMEX, or Discover), or register online and follow up with a check (payable to LGA) or purchase order number. Call (804) 249-2241 for assistance.

### Register by Mail

Mail your completed registration form with payment to:  
**LGA, 2924 Emerywood Parkway, Suite 202, Richmond, VA 23294**  
*Please make sure your organization has this new address on file.*

### Register in Person

Walk-in registrations will be accepted on the day of the conference and will be considered late registrations.

### Deadline

Social Event registration and payment .....October 4

A \$20 late fee will be added to social event registrations received after the deadline. Walk-in registrations will be accepted on the day of the conference (checks only) and will be considered late registrations.

### Cancelations

See payment and cancelation information online at [lgava.org](http://lgava.org).

### Fees

Please indicate which events your guest plans to attend

#### Thursday

Opening Night Party .....\$50

#### Friday

Reception & Banquet .....\$50

Hospitality Suite.....\$15

**To register children 18 and under, please call LGA staff at (804) 249-2241.**

**Sub total**\_\_\_\_\_

#### LATE FEES (also applies to walk-ins)

Social event registration received after October 4.....\$20

**Sub total**\_\_\_\_\_

**TOTAL**\_\_\_\_\_

### Payment Options

Check enclosed (payable to Local Government Attorneys of Virginia or LGA)

PO # \_\_\_\_\_

Credit Card (available at [lgava.org](http://lgava.org) only)

*With the exception of the Thursday Opening Night Party and Friday Afternoon Activities, all social events and MCLE sessions will be held at the Lansdowne Resort.*

### Need assistance?

Contact **Zach Eisenman** at  
**(804) 249-2241** or [zach@eameetings.com](mailto:zach@eameetings.com)