

REGISTRATION FORM

ALL FEES ARE IN US DOLLARS

DEADLINE DATES ARE BASED ON EASTERN TIME ZONE.

Registration Deadlines	Early Bird	Regular
	12/1/16 – 2/17/17	2/18/17 – 4/21/17

Organizational and Associate Members

- Full Conference Pass US \$965 US \$1,215
- Additional Professional Member Discount (3 or more) US \$715 US \$915
- One Day Pass US \$515 US \$615

Non-Members

- Full Conference Pass US \$1,315 US \$1,665
- One Day Pass US \$615 US \$745

Please check day(s) selected for one day registration:

- Monday Tuesday Wednesday
- Multiple one day passes may be purchased*

Additional Full Conference Member Registration Options

- Educational Member US \$375 US \$375
- Retired Member US \$375 US \$375
- Student Member US \$165 US \$165
- Transitional Member US \$15 US \$15

The Full Conference Pass is all-inclusive. The One Day Pass entitles you to sessions, entrance to the Exhibit Hall and admittance to that day's events.

Additional Options

- VIP Experience Upgrade US \$250 US \$250
- Continuing Education Fee for RIMS member (non-refundable) US \$100 US \$100
- Continuing Education Fee for non-members (non-refundable) US \$150 US \$150
- Opening Reception Tickets (non-refundable) (limit 5) US \$125 US \$125
- Guest Registration (non-refundable) (limit 1) US \$300 US \$300

A guest is defined as a spouse, significant other, family member or friend whose occupation is unrelated to the risk and insurance management profession. Refer to Registration & Cancellation Policies on the back page of the registration form for additional information.

Guest Full Name: _____

I would like to participate in RIMS 2017 Community Service Day

Is this your first RIMS Annual Conference & Exhibition? Yes No

Year entered risk management: (yyyy) _____

RIMS makes the conference attendee mailing list available to sponsors offering products or services that may interest you.

Please check this box if you would like to be excluded:

If you are disabled and need assistance with transportation or facilities, check this box and attach a written description of your needs:

Faxed registration forms must include a valid credit card payment. Notice to pay by check or bank transfer will not be processed. RIMS reserves the right to charge the credit card for the actual amount due based on registration data and membership status regardless of what you have selected.

A US \$15.00 non-refundable service fee is included in the registration fee listed in the registration form. To avoid the service fee, register online at www.RIMS.org/Register. Option to pay by check/bank transfer are available online. Please note: Registration is not confirmed until full payment is received.

PLEASE NOTE BEGINNING APRIL 9TH, ONSITE FEE APPLIES. PLEASE VISIT WWW.RIMS.ORG/REGISTER FOR ONSITE PRICING.

Boxes indicate maximum characters on the conference badge.

First Name M Surname

Job Title

Company Name

Address

City State/Province

Country Zip/Postal Code

Phone (include country code) Fax

E-mail Twitter Handle

Emergency Contact Name Phone

SPENCER EDUCATIONAL FOUNDATION CONTRIBUTION

Make a contribution benefiting your profession and industry! Spencer Educational Foundation's mission is to fund the education of tomorrow's industry leaders. www.Spencered.org

Select Contribution Amount

- Foundation US \$20 Contribution
- Foundation US \$35 Contribution
- Foundation US \$50 Contribution
- Foundation US \$75 Contribution
- Foundation US \$100 Contribution

RIMS Carbon Offset

RIMS is teaming up with Carbonfund.org to offset the carbon footprint of RIMS 2017. Offset the portion of your travel, housing and meals carbon emissions by contributing US \$10.00

- Carbon Offset Contribution US \$10.00

Credit Card Authorization

Credit Card: Amex Visa MasterCard

Card number: _____ CVV:

Expiration Date: _____ Date: _____

Print Name: _____ Signature: _____

Your signature implies agreement with RIMS Annual Conference & Exhibition Policies and Procedures located on the next page. Signature indicates approval for charges to your account.

Fax: +1.847.277.7414

Credit card registrations ONLY

Faxed submissions are typically processed 3-5 business days. Faxed registration, DO NOT MAIL ORIGINAL

Bank Transfer

TD Bank
469 Seventh Avenue,
New York, NY, USA, 10018
ABA #026013673
Swift Code: NRTHUS33
Account Name: Risk and Insurance Management Society
Account Number: 4328914456

***Registrant is responsible for all bank charges, including a US \$30 RIMS bank transfer fee, which must be added to the total amount transferred. The bank order must include the registrant name(s) and company. Please enclose a copy of your bank order with your registration confirmation or registration form and fax both to +1(212)655-5927.*

Mail

Regular mail delivery:
Risk and Insurance Management Society, Inc.
P.O. Box 95000-2345, Philadelphia, PA, USA, 19195-2345

Express or overnight mail delivery:

Image Remit
205 North Center Drive, North Brunswick, NJ, USA, 08902
Attn: P.O. Box 95000-2345

Registrations postmarked after February 17, 2017 are subject to Regular registration fees. Registration received via mail will be processed within 10-15 days. RIMS is not responsible for delayed mail or incorrectly addressed correspondence.



RIMS 2017 REGISTRATION & CANCELLATION POLICIES

Questions? Domestic Calls: + 1.866.538.3858 • International Calls: +1.847.620.4473

PAYMENT METHOD RIMS Federal Tax ID # 13-1860397

Please make check payable to: Risk and Insurance Management Society, Inc. All fees and payments are in U.S. Dollars drawn on a US bank.

- Upon registering, RIMS will verify your membership status to ensure the correct registration fee is charged, regardless of the category you have selected.
- The actual amount charged will be based on your membership category and any additional items you select on the date of registration.
- Additional Professional Member (three or more) discount submissions must meet the qualifying criteria or be charged the Full Conference fee.
- To retain member pricing, membership dues must also be current and paid in full at the time of the conference and exhibition to avoid paying a balance due prior to obtaining your badge.

RIMS REGISTRATION CATEGORIES

Please review the registration categories page for complete details on each membership category at www.RIMS.org/RegCategories.

ATTENDEE HOUSING POLICIES

View the new Housing Policies at www.RIMS.org/Housing.

HOTEL RESERVATIONS AND CANCELLATION POLICIES

RIMS has negotiated special rates for attendees. Hotel accommodations are available exclusively to registered attendees until February 17, 2017 and will open to all interested parties after that date. You may secure your hotel reservation through March 24, 2017 however, availability will be limited.

After March 24, 2017 availability and pricing cannot be guaranteed.

Connection Housing Contact Info:

United States: +1(844) 212-7467

Canada/International: +1(404) 842-0000

Email: RIMS@connectionshousing.com

Fax: +1(404) 601-7442

Don't be a no-show! Failure to arrive on a confirmed arrival date will result in forfeiture of one night's room and tax and loss of your entire room reservation. If you need to cancel your hotel reservation, please contact Connections Housing at RIMS@Connectionshousing.com.

A reservation will only be considered canceled with a cancellation number from Connections Housing or the hotel. Do not contact RIMS offices for hotel reservations or cancellations.

CANCELLATIONS, CHANGES AND REFUNDS

Requests for upgrades may be done online by editing your registration at www.RIMS.org/AttendeeCenter. Requests for cancellations/refunds, or downgrades must be made by March 17, 2017 and submitted to rims_registration@goeshow.com. All requests will be subject to a US \$100 administrative fee. Requests made after March 17, 2017 will not receive a refund, credit or price adjustment.

BY REGISTERING FOR RIMS 2017, IMPLIES AGREEMENT TO ALL TERMS AND CONDITIONS STATED ABOVE.

Please note: All administrative fees and additional registration items (such as the continuing education credit fee and the guest ticket fee[s]) are non-refundable.

Refund requests for payments made by check will be issued, less US \$100 administrative fee, within 60 days following the conference. Refund requests for payments made by credit card will be issued, less US \$100 administrative fee, within 10 business days after confirmation of receiving the request.

RIMS reserves the right to cancel this conference if conditions warrant. In the event of such a cancellation, registration fees will be refunded. However, RIMS is not responsible for any travel or lodging expenses incurred due to cancellation of the conference. If for any reason you must cancel your conference registration, please remember to cancel your housing arrangements separately. RIMS is not responsible for hotel no-show fees or any travel or lodging expenses you might incur.

SUBSTITUTIONS

Requests to substitute or transfer your registration must be submitted in writing by April 14, 2017 by emailing rims_registration@goeshow.com. All requests must be in writing on corporate stationery and are subject to a US \$100 administrative fee.

After April 14, 2017, requests to substitute or transfer your registration must be presented onsite at the Pennsylvania Convention Center and are subject to a US \$150 administrative fee.

All substitutions are subject to an administrative fee, plus any additional fees due to differences in the member type, e.g., transferring a member registration to a non-member registration. The individual submitting the substitution request is responsible for all financial obligations (any balance due) associated with that substitution.

SESSIONS

Please register in advance for the sessions and special events that you wish to attend. Although sessions are on a first-come, first-served basis, completing your selections in advance helps RIMS assign each session a size-appropriate room to accommodate all interested participants. Changing your session selections may be done online by editing your registration at www.RIMS.org/ConferenceChanges. Login is required.

Offsite Sessions are for RIMS corporate members only; you must register and be confirmed before boarding the bus and are not first-come, first-served.

Continuing Education credits offered in this program for a non-refundable application fee of US \$100 for RIMS members and US \$150 for non-members. This single fee covers all license types inclusively; you will not need a separate fee for each license. Session seating is not guaranteed, so please arrive early to your selected sessions. Details are available at www.RIMS.org/CeCredits

EVENTS

Only individuals registered and badged may attend conference events. Attendees must have appropriate badge to attend educational sessions, breakfasts and luncheons and to enter the Exhibit Hall. Individuals must be age 21+ in order to participate in the Annual Conference & Exhibition and attend all related events.

***Guest Registration – US \$300**

A guest is defined as a spouse, significant other, family member or friend whose occupation is unrelated to the risk and insurance management profession. A co-worker or associate within the profession is not eligible for guest registration. Guest registration includes RIMS shuttle bus transportation between a RIMS hotel and the Pennsylvania Convention Center, attendance at the Opening Reception, General Session & Opening Keynote and Conference Finale & Closing Keynote. Guest registration does not include access to educational sessions, and thus guests are not eligible for continuing education credits, nor does the guest badge permit access to the exhibit hall.

Please note: Guests of attendees will receive different badges from other participants. It is against RIMS policy to register someone in the guest category who does not meet with the aforementioned guest criteria. Access to RIMS events is limited to people 21 years of age and older. Guest Registration is limited to 1 and may be purchased by a full conference registrant only during the online registration process or by logging in through the Registration Resource Center at www.RIMS.org/ConferenceChanges

Pre-purchased Guest Registration and Opening Reception Tickets may be picked up by the main registrant at the counter in the Broad Street Atrium of the Pennsylvania Convention Center. Photo-id required. All sales are final – no refunds for lost or unused badges/tickets.

ONSITE REGISTRATION POLICIES AND PROCEDURES

RIMS accepts American Express, VISA, MasterCard, cash, corporate/personal/travelers checks or money orders payable in U.S. dollars drawn from a U.S. bank for payment of registration fees. **Onsite registration fees are non-refundable.** Please note beginning April 9th, onsite fee applies. Please visit www.RIMS.org/Register for onsite pricing.

Registration materials will be released only to the individual whose name appears on the badge. Photo identification (driver license or passport) or credit card will be required. Business cards are not an acceptable form of identification. Badges are non-transferable.

BADGE REPRINT

A US \$100 non-refundable fee will be charged to replace a badge for any reason, including lost or stolen badges.

RIMS RESPECTS YOUR PRIVACY

Mailing List: RIMS provides the attendee mailing list to exhibitors for a one-time usage.

If you wish to be excluded from the mailing list, check the respective box during the registration process.

DEMOGRAPHIC AND CONTACT INFORMATION

Your name, address, phone number, email address and individual and company demographic information, are stored in the bar code on your conference badge. If you allow an exhibitor to scan your badge, you will be releasing your information to that exhibitor. You should consider your name badge barcode as an electronic business card, enabling you to easily provide your information to an exhibitor if you choose to do so.

VIDEO & HYBRID EVENTS

Video taping and hybrid events (including webcams, webinars, streaming video content) are prohibited inside the convention center unless you have written permission from RIMS VP, Events and Education.

management. In the event that RIMS authorizes video taping and use of equipment, videos may not be taken of any exhibitor booth or product other than that of your own company, except by approved press or the official videographer designated by RIMS.

PHOTOGRAPHY

Photographs may not be taken of any booth or product other than your own, except by the press or the official photographer designated by RIMS.

PHOTO/VIDEO RELEASE

By registering for RIMS 2017 Philadelphia, I accept that photographs or video taken of me by the Risk and Insurance Management Society, Inc. (RIMS) or its service providers may be used for promotional materials of RIMS, including but not limited to use in annual reports, magazines, future conference programs or other promotional material, and on the internet by RIMS and its service providers.

RIMS reserves the right to publish the names of conference participants in production materials and on the Internet by RIMS and its service providers.

AFFILIATE EVENTS: As a supporter of RIMS and an official RIMS 2017 Annual Conference & Exhibition delegate, you are encouraged not to attend outside, competitive events or business appointments that take you away from experiencing the education, networking and exhibit hall products available to you during official conference hours. Please note that RIMS Events and Education management does not permit outside parties or events that directly conflict with the Opening Reception (Sunday, 6:00 p.m.-8:00 p.m.) and General Session and Opening Keynote (Monday, 7:30 a.m.-10:00 a.m.). If you receive an invitation during one of these times, please notify RIMS immediately.

BADGE ETHICS, COUNTERFEITING & THEFT: Only persons registered for this conference and wearing the proper badge will be admitted to education sessions, RIMS meal functions and receptions. For security and safety, badges must be worn at all times.

Anyone found to be counterfeiting, copying or sharing conference name badges, or using a guest badge when s/he is not eligible for a guest badge, may be subject to sanctions up to and including removal from the conference and revocation of RIMS membership.