

**2015 PIUG Annual Conference**  
**An International Conference for Patent Information Professionals**  
**May 2 – May 7, 2015 • Westin Lombard Yorktown Center**  
**Lombard, Illinois 60148**

**ADVANCE REGISTRATION FORM**

**PAYING BY CHECK:** Make checks payable to PIUG, Inc. **Checks must be drawn on a US Bank and be in US funds.**  
 SEND COMPLETED FORM WITH CHECK TO: PIUG Annual Conference, 40 E. Main Street, #1438, Newark, DE 19711  
**Membership information:** See the PIUG website at <http://www.piug.org/membership>

REGISTRATION	COST		
CONFERENCE REGISTRATION	Early-bird by March 6	Full Registration March 7 to April 17	Onsite Registration after April 17
PIUG Member or AIIP Member	<input type="checkbox"/> \$525	<input type="checkbox"/> \$675	<input type="checkbox"/> \$750
Non-member of PIUG or AIIP	<input type="checkbox"/> \$725	<input type="checkbox"/> \$825	<input type="checkbox"/> \$900
Students, Unemployed, Full-time Retirees (Must be a <b>PIUG</b> member and students must submit a valid copy of their student ID or letter from their Program Director validating their student status.)	<input type="checkbox"/> \$185	<input type="checkbox"/> \$250	<input type="checkbox"/> \$300
Complimentary Sponsor Delegate (Sponsor Level Dependent) – Emerald=4 Delegates; Diamond=3 Delegates; Sapphire=2 Delegates; Amethyst & Exhibitor Plus=1 Delegate; Exhibitor=0	<input type="checkbox"/> \$0	<input type="checkbox"/> \$0	<input type="checkbox"/> \$0
Complimentary Speaker	<input type="checkbox"/> \$0	<input type="checkbox"/> \$0	<input type="checkbox"/> \$0
Gala Dinner for Accompanying Spouse/Partner	<input type="checkbox"/> \$100	Name: _____	

**Total amount due: \$** \_\_\_\_\_

**Payment Information:**    Visa    MasterCard    Discover    American Express    Check/Money Order  
 Credit card # \_\_\_\_\_ Exp. Date \_\_\_\_\_ CVV \_\_\_\_\_  
 Card holder's name (as it appears on card) \_\_\_\_\_ Signature \_\_\_\_\_

<b>Last Name (print clearly)</b>	<b>First Name</b>	<b>Company/Organization</b>
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**Mailing Address**

<b>City</b>	<b>State/Province</b>	<b>Postal Code</b>	<b>Country</b>
<b>Telephone</b>	<b>Fax</b>		

**E-mail (Your confirmation will be sent via e-mail)**

**Membership renewed for 2015?**    Yes    No  
**Are you a New PIUG Member?**    Yes    No  
**Will this be the first time you will be attending the PIUG Annual conference?**    Yes    No

**May PIUG use a photo of your likeness taken during the conference for its newsletter and an article on its website?**  
 Yes    No

**Meeting Title/Role (Check all that apply)**  
 Speaker    Sponsor/ Exhibitor    Meeting Volunteer    Board Member

**Speaker or Sponsor – Please provide Cell Phone Number:** \_\_\_\_\_

**All Attendees - Please provide an Emergency Contact Name & Number below:**

\_\_\_\_\_

PROGRAM EVENTS (Included in main registration fee for all meeting registrants)		Plan to Attend	
PIUG Business Meeting, Sunday, May 3 <sup>rd</sup> , 4:00 p.m. – 5:30 p.m.		<input type="checkbox"/> Yes	<input type="checkbox"/> No
First Time Attendee Welcome & Orientation, Sunday, May 3 <sup>rd</sup> , 6:30 p.m.-7:30 p.m.		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Welcome Reception, Sunday, May 3 <sup>rd</sup> , 7:30 p.m. – 9:30 p.m.		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Gala Dinner, Monday, May 4 <sup>th</sup> , 7:00 p.m. – 10:00 p.m.		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Meal Requirements?</b> If yes, please circle.	<b>Vegetarian/Vegan</b>	<b>Kosher/Gluten Free</b>	
<b>Other meal requirements:</b>			
Wheelchair Access Required? <input type="checkbox"/> If yes, please check			
If you have special needs and require accommodation to fully participate, please email a description of your requirements to <a href="mailto:erin@piug.org">erin@piug.org</a> by April 3 <sup>rd</sup> , 2015.			

## REGISTRATION INFORMATION

### Registration Deadlines

January 12, 2015	Registration opens
March 6, 2015	Early Bird Deadline
Before March 7, 2015	Refund of registration fee less 10%
March 7 - March 28, 2015	Refund of registration fee less 50%
After March 28, 2015	No refund will be provided
April 17, 2015	Beginning of Onsite Registration Rates

### Early Bird Deadline

The deadline for early bird registration is 11:59 pm EST on March 6, 2015. Registration forms must be postmarked by that date to qualify for the early bird rate. Web registrations must be entered by 11:59 pm EST on March 6 to qualify.

### Substitutions, Cancellations and Refunds

If cancellation is received in writing by 11:59 pm EST on March 6<sup>th</sup>, a refund of 90% of the registration fee will be provided. From March 7<sup>th</sup> until March 28<sup>th</sup>, the refund will only be 50%. No refunds will be provided after March 28<sup>th</sup>. All cancellations must be sent in writing to [treasurer@piug.org](mailto:treasurer@piug.org) by email or by fax at (302) 660-3276. If you wish to substitute a name for a paid registration, the request must be sent to [treasurer@piug.org](mailto:treasurer@piug.org) by 11:59 pm EST on April 18<sup>th</sup>. Substitutions received by this date will be honored without penalty. No substitutions will be permitted after this date.

### On-site Registrations

On-site registrations will be available at no additional fee above the registration fee indicated above for on-site registration. However, you should contact [treasurer@piug.org](mailto:treasurer@piug.org) to determine if space is still available prior to making your travel plans.

### Special Needs

If you have special needs and require accommodation to fully participate, please e-mail a description of your requirements by April 3<sup>rd</sup>, 2015 to [erin@piug.org](mailto:erin@piug.org).

### **Hotel Reservations**

Please make your online hotel reservation at the special PIUG group rate via the hotel website at <https://www.starwoodmeeting.com/StarGroupsWeb/booking/reservation?id=1411244594&key=3ABF71F1>. The PIUG group rate of \$154/night is available from Thursday, April 30<sup>th</sup> to Saturday, May 9, 2015. The special room rate will be available until **April 13<sup>th</sup>, 2015** or until the group block is sold-out, whichever comes first.

If you would like to reserve your hotel accommodation by telephone, please call the US number: **1-630-719-8000** and ask for "**PATENT INFORMATION USERS GROUP 2015**" rate.

### **Exhibitor and Sponsor Registration**

All exhibitors, workshop hosts and their staff must register to be admitted to the technical sessions, the exhibit hall and workshops. Registration fees must be paid by all exhibitors, workshop hosts and their staff if not eligible for a complimentary sponsor registration. The number of free registrations is sponsorship level dependent. Please contact the PIUG Treasurer at [treasurer@piug.org](mailto:treasurer@piug.org) or by calling 1-302-660-3275 with registration-related questions. For questions about sponsorship, contact Jane Thompson ( [Jane\\_Thompson@eisai.com](mailto:Jane_Thompson@eisai.com) ). For questions about workshops, contact Martha Yates ( [martha.j.yates@monsanto.com](mailto:martha.j.yates@monsanto.com) ).

### **Registration Fees**

To qualify for the **member registration fee**, the registrant must have renewed their membership in PIUG for 2015. (To establish or renew PIUG membership, go to <http://www.piug.org/membership>) Registration fee includes all breakfasts, lunches, and refreshments during meeting breaks Monday-Wednesday, the Sunday Welcome Reception and the Gala Dinner on Monday.

### **Payment**

Mailed Registration forms MUST be accompanied by check, or money order. Forms received without payment will NOT be processed. Funds must be in U.S. dollars and drawn on a US Bank. Checks or money orders should be made payable to PIUG. (For accounting purposes, the PIUG Federal Tax ID number is 38-3449639.)

### **Confirmations**

Confirmations will be sent via e-mail to registrants within one day of receipt. If an e-mail address is not provided, or if an e-mail sent to you is returned as undeliverable, you will receive a confirmation via fax or regular mail within 5-7 business days.

### **Name Badges**

Name badges will be supplied at the registration desk when you arrive at the meeting, and are required for admission to all events and the exhibit hall.