



## ATIA 2025 Virtual Conference

**Livestream: Thursday, January 30 – Saturday, February 1, 2025**

Sessions will be available on-demand after the event through April 30, 2025

### **ATTENDEE REGISTRATION**

Please print clearly or type (this form may be copied for additional registrants.)

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Virtual Event Marketing Opt Out:** As part of the ATIA 2025 Virtual Event, ATIA may share basic attendee data with our members companies who have sponsored activities. Please indicate if you would like to withhold your information from sharing with our members. We will be sharing the following data: Name, title, workplace, email, and interest areas.  
\_\_\_\_\_ *I opt out of ATIA sharing my data*

### **ATTENDEE ACCOMMODATIONS**

**Please indicate any special accommodation requests.**

*Please note: Requests for sign interpreters must be made no later than Friday, December 13, 2024. We will make our best efforts to accommodate, but requests made after this are not guaranteed. Please contact us at [conference@atia.org](mailto:conference@atia.org) with any questions and/or concerns.*

(A) Captioning

(B) Transcript View

(C) ASL (we will need your session schedule prior to the event to ensure proper coverage for the sessions)

(D) Other (please specify)  \_\_\_\_\_

### **ATTENDEE PROFILE**

What is your primary objective in attending ATIA 2025? \_\_\_\_\_

**1. Please indicate your attendee category (select all that apply):**

- (A) Accessibility Professional
- (B) Advocate
- (C) AT Dealer
- (D) AT Specialist
- (E) Consultant
- (F) Consumer
- (G) Education Administrator
- (H) Federal Government
- (I) Hard of Hearing/Deaf Specialist
- (J) Higher Education
- (K) Individual with disability
- (L) K-12 Educator
- (M) Occupational Therapist
- (N) Parent
- (O) Physical Therapist
- (P) Rehabilitation Counselor/Specialist
- (Q) Speech Language Pathologist
- (R) Special Education Director
- (S) Teacher of the Visually Impaired
- (T) Transition Coordinator
- (U) University Affiliate
- (V) Vision Specialist
- (W) Other (please specify)  \_\_\_\_\_

**2. Please indicate what most closely describes your role in purchasing decisions in your organization:**

- (A) I am the purchasing decision-maker
- (B) I approve purchases
- (C) I recommend/influence purchasing decisions
- (D) I am not involved in purchasing decisions

**3. Have you previously attended an in-person ATIA Conference? \_\_\_\_\_**

If yes, please indicate the number of years you have attended an ATIA Conference:

- (A) 1 year  (B) 2-5 years
- (C) 6-10 years  (D) More than 10 years

**4. Have you previously attended an ATIA Virtual Event?**

- (A) Yes  (B) No

**5. Please indicate your interest area(s) (select all that apply):**

- (A) AAC (Augmentative & Alternative Communication)
- (B) Aging & AT
- (C) Accessibility
- (D) Blind/Low Vision
- (E) Deaf/Hard of Hearing
- (F) Education & Learning
- (G) Higher Education
- (H) Physical Access/Mobility
- (I) Transition/Workplace
- (J) Other (please specify)  \_\_\_\_\_

**6. ASHA CEU Membership ID:** If you are planning to claim ASHA CEUs, you **MUST include your assigned ASHA Membership ID on this form**. This information will be transferred to your ATIA Learning Center profile and be included in the ASHA CEUs reporting. **Failure to include your ASHA Membership ID may result in your CEUs not being reflected in your ASHA registry.** \_\_\_\_\_

## Registration Categories / Fees

Please identify the fees in the proper tier associated with your registration category and include the total below.

	<b>Early Bird 8/1/24 – 12/6/24</b>	<b>Regular 12/7/24 – 2/1/25</b>
<b>Virtual Event Registration</b>		
Virtual Event Registration: <i>Includes all CEUs; no additional payment necessary.</i>	\$425.00	\$475.00
Group Registration (5+ Attendees)	\$400.00	\$450.00

### **4 WAYS TO REGISTER**

ONLINE: <https://www.atia.org/register/>

EMAIL: [registration@atia.org](mailto:registration@atia.org)

TELEPHONE: 847-620-4471 (Monday-Friday 8:00 am – 5:00 pm Central Time)

MAIL: ATIA Registration, 8324 Solutions Center, Chicago, IL 60677-8003

**PAYMENT INFORMATION:** Full payment must accompany registrations. Please note that Purchase Orders will not be accepted as form of payment after Friday, January 17, 2025.

ATIA Federal ID#: 77-0482095

Check (payable to ATIA)      MC Visa AMEX      Purchase Order (Original PO must accompany registration)

Total Fees Due: \$ \_\_\_\_\_ Discount Code (if applicable): \_\_\_\_\_

Check/Card/PO# \_\_\_\_\_ Exp Date \_\_\_\_\_ CVV Code \_\_\_\_\_

Name on card (please print) \_\_\_\_\_

Signature: \_\_\_\_\_

### **PURCHASE ORDER BILLING INFORMATION**

If you are paying with a purchase order, please provide billing contact information.

Billing Contact Name: \_\_\_\_\_

Billing Contact Phone Number: \_\_\_\_\_

Billing Contact Email Address: \_\_\_\_\_

Please attach Purchase Order with your registration form.

If you submit this form via email, online, or mail, you agree to the applicable policies outlined below.

### **Cancellation Policy**

A full refund will be granted to cancellations made in writing on or before Friday, October 18, 2024. Name changes and substitutions are allowed at no fee. Regrettably, no refunds will be given on cancellations received on or after Saturday, October 19, 2024. Phone cancellations will not be accepted. Written cancellations must be sent by email to [registration@atia.org](mailto:registration@atia.org). ATIA reserves the right to make changes to all policies.

**Virtual Event Refund/Transfer Policy:**

ATIA may permit a transfer from an ATIA 2025 virtual event registration to an ATIA 2025 in-person registration under the following conditions:

1. Please note per our cancellation policy, no refunds will be given after Friday, October 18, 2024, including partial refunds.
2. If you'd like to request a transfer, please contact us as soon as possible. You must email to [registration@atia.org](mailto:registration@atia.org) with your request by Monday, January 13, 2025.
3. Any fee differences between what was paid, and the new registration must be paid immediately by credit card. We will not accept purchase orders for registration changes.
4. You will receive an updated email confirmation once the request has been processed; please allow up to three days for processing.

**Purchase Order Payment Policy:** If your organization is required to submit a purchase order for payment, please send your purchase order document with all pages of the registration form to ATIA Registration, 8324 Solutions Center, Chicago, IL 60677-8003. Registrations paid by purchase order are subject to the Cancellation Policy. Purchase order payments are due no later than 30 days after the completion of the conference, by Monday, March 3, 2025. Payments received after March 3, 2025, will incur a \$75 late payment fee.

**Code of Conduct**

ATIA, its governing Board of Directors and Members are committed to creating a safe, and welcoming environment that is inclusive and free from discrimination, regardless of disability, race, religion, color, national origin, sexual orientation, gender expression or identity, transgender status, age, veteran or marital status, or any other protected categories under applicable law.

ATIA has zero-tolerance for any form of discrimination or harassment, including but not limited to sexual harassment by participants or our staff at our meetings. If you are the subject of, or witness to any violations, you can contact us through the ATIA staff office onsite or email us at [info@atia.org](mailto:info@atia.org).

Unacceptable behavior will not be tolerated and could result in permanent removal from current, and/or any future ATIA events. If a participant is found or reasonably believed to be engaging in unacceptable behavior, ATIA may take any action they deem appropriate, up to and including expulsion from the event without warning or refund. If appropriate, local law enforcement may get involved.

**Additional Information**

I understand that by registering and participating in ATIA and its events, activities, programs and other functions, I agree that ATIA shall not be held responsible for any claims, demands, actions, judgments, costs, and expenses, including costs of defense thereof, incurred by me, my employees, guests or clients, which arise due to any products and/or services delivered or otherwise provided to me, my employees, guests or clients.

ATIA may use personal identifiable information collected, such as to help minimize any potential hotel attrition penalties for the association and by registering for the conference you consent to such use. If you have any questions or concerns, please contact ATIA at [registration@atia.org](mailto:registration@atia.org).

On occasion, an ATIA photographer or videographer may take photos or videos of participants at ATIA 2025 participating in conference functions or activities. Please be aware that these photos are for ATIA's use only, and may appear in ATIA conference programs, brochures, newsletters, website, social media, and other publications and materials. Your attendance constitutes your permission and consent for this photography, videography, and subsequent usage.