



**SPAN USA's 13<sup>th</sup> Annual Event**  
**Suicide Prevention Legislative Institute:**  
**Achieving Change Through Action**  
**February 26-27, 2008**

**CONFERENCE ACTIVITY HIGHLIGHTS**

**Tuesday, 2/26**

- T-shirt & packets distributed during registration
- Legislative Institute
  - Suicide Prevention Nationally & Locally
  - Field Liaison Roundtable
  - SPAN USA Awards Luncheon
  - SPAN USA Public Policy Priorities
  - Preparation for Hill Visits
- Evening DC Bus Tour (*Optional/Extra Fee*)

**Wednesday, 2/27**

- Visits with Elected Officials on the Hill
- Lunch on the Hill
- Friend for Life Reception: Honoring Our Partners for Action

**IMPORTANT INSTRUCTIONS**

Complete the registration form for **EACH** individual and return, along with check, money order, or credit card information, to SPAN USA 1025 Vermont Ave. NW, Suite 1066, Washington, DC, 20005 or fax to (202) 449-3601.

International registrants: paper registration only & no credit cards.

**EVENT REGISTRATION REFUND POLICY:** Refunds may be obtained as follows. Refund requests must be requested by the dates noted below. All requests are subject to a \$10 processing fee. Refunds will be deducted accordingly.

- Until December 31, 2007, a full refund may be requested.
- During January 2008, a 75% refund may be requested.
- Between February 1<sup>st</sup> and 15<sup>th</sup>, a 50% refund may be requested.
- No refunds on or after February 16<sup>th</sup>.

**Hill Visits:** Again this year, Capitol Hill visits will be scheduled and coordinated via our office based upon information shared on your completed registration form. Please contact Brian at (202) 449-3600 or [baltman@spanusa.org](mailto:baltman@spanusa.org) if you have any questions specifically about Hill Visits.

**Lifekeeper Memory Quilts:** We would like to display as many Lifekeeper Memory Quilts as possible at this event. Please note information about your quilt(s) on the registration form. In February, additional instructions will be provided via email regarding getting the quilt to DC and to the event.

**Lodging:** Washington Plaza Hotel, 10 Thomas Circle NW, Washington, DC 20005.

Group Rate: \$155 per night for single/double; \$175 for a triple/quad.

Make your reservation **before February 1, 2008.**

**By phone:** Call 202-449-1300 or 1-800-424-1140. Indicate you are with SPAN USA.

**Reserve online** at [www.washingtonplazahotel.com](http://www.washingtonplazahotel.com). Click "Reservations" in the left hand menu list. A new screen will open. Click "Group Reservations" at the bottom of the new page. Then using the Attendee Login, enter the group code SPAN.

**Hotel Terms & Conditions:** Note the terms & conditions on the hotel website – should you have any questions about the hotel, please explore the hotel website and/or contact them directly.

This is a **NON-SMOKING hotel**, thus there is not an option to choose a smoking designation.

For more information on the event, please visit SPAN USA's website: [www.spanusa.org/events](http://www.spanusa.org/events) or contact Jason at (202) 449-3600 or [jpadgett@spanusa.org](mailto:jpadgett@spanusa.org).



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**REGISTRATION FORM - Each individual must complete a registration form.**

**YOUR CONTACT INFORMATION**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

**Tell us a little about yourself:**

I am a suicide survivor  I am a SPAN USA Field Liaison  
 I am a suicide attempt survivor  I am a SPAN USA Memory Quilt Organizer  
 I am a mental health provider  
 I am a public health professional  Other: \_\_\_\_\_

I will participate in **Wednesday's Congressional Hill Visits**  
**Name of U.S. Representative** (Not Senator): \_\_\_\_\_  
*If you do not know the name of your Representative, go to: <http://capwiz.com/spanusa/dbq/officials/> and enter your zip code under the "Elected Officials" section.*

I have \_\_\_\_\_ (Number) **Lifekeeper Memory Quilts** to display.  
 This is my first time at a SPAN USA Event.  
 How did you hear about it? \_\_\_\_\_

**REGISTRATION & PAYMENT INFORMATION**

<b>Registration:</b>	<b>Event Registration</b> (February 26-27, 2008)	<b>Subtotal:</b>
<b>Registration amount is based upon date payment is received.</b>		
Early (received before 12/15/07)	<b>\$100</b>	\$ _____
Regular (received 12/16/07 - 1/31/08)	<b>\$175</b>	\$ _____
Late (received 2/1/08 - 2/15/08)	<b>\$250</b>	\$ _____
<b>No registrations will be accepted between Feb. 15 and Feb. 25.</b>		
Onsite at the event	<b>\$275</b>	\$ _____
<b>Optional Costs:</b>		
<input type="checkbox"/> Evening DC Bus Tour (2/26/08) (Limited to 50 persons)	\$25	\$ _____

**TOTAL PAYMENT DUE** ..... \$ \_\_\_\_\_

Check/Money Order  Card number: \_\_\_\_\_  
 Visa  Name on card: \_\_\_\_\_ Exp. Date \_\_\_\_\_  
 Master Card  Signature: \_\_\_\_\_  
 American Express

**NOTE REFUND POLICY**

\* Full conference registration fees cover two breakfasts, two lunches, and participation in all scheduled activities (2/26-27), with the exception of the Evening DC Bus Tour. This bus tour is optional, costing an additional \$25 per person; if an insufficient number of registrants express interest in the tour, it may be cancelled, in which case this additional fee will be refunded to you.