

A. Registration may be charged to Visa, MasterCard or American Express. Credit card payments require the complete credit card number, expiration date, security code, name as it appears on the card, and complete billing address.

**Registration payments are processed through**

**PayPal Secured Payment Processing.**

B. January 26, 2016 (Midnight MST), is the DEADLINE to qualify for the advance registration rate. Payment transactions must be completed on or before January 26, 2016 (Midnight MST), to take advantage of the discounted rate. The MP Associates office will continue to accept faxed or mailed registrations thru February 24, 2016, at the at-conference rate. On-line registrations will be accepted thru March 3, 2016 at the at-conference rate.

C. Refund Policy: Written requests for cancellations must be received in the MP Associates office by January 26, 2016 and are subject to a \$35 processing fee. Cancellations received after January 26, 2016, will NOT be honored and all registration fees will be forfeited.

**MAIL OR FAX REGISTRATION**

A. Payment MUST be included with the registration form or it WILL be discarded.

B. Register ONE person per form (copy form as needed).

C. If payment is received from a non-US bank, the attendee will be charged a collection fee of \$45.

D. Mail registration form to: MP Associates 1721 Boxelder St. Ste. 107 Louisville, CO 80027

E. Fax registration form to: 303-530-4334

Got a registration question? Email [register@mpassociates.com](mailto:register@mpassociates.com) or Call 303-530-4562