

Registration Form

2014 Spring Refining and Equipment Standards Meeting

May 19-22, 2014
 Buena Vista Palace Hotel
 Lake Buena Vista, Florida

Please complete both pages.

Early Registration Discount through April 24, 2014
 Fax your completed form to 202-682-8222
 (no fax cover sheet necessary)

Please **complete fully** even if you have attended in the past. This is how your badge will read. Please **type or print clearly**. Use separate form for each attendee.

Participant


Name		Nickname	
Job Title			
Company/Organization			
Subsidiary/Division			
Mailing Address			
City		State/Province	
Zip/Postal Code		Country	
Phone		Fax	
E-mail			
<i>(Required information – If you do not have an e-mail address, please write in NONE)</i>			

Spouse/Guest:

Name:		Nickname:	
Home Address:		City/State/Province/Zip:	
E-mail:		Phone:	
<i>Spouses/guests must be registered to participate in the Spouse/Guest Program. (Spouse/Guest refers to a spouse or personal friend, not a business associate or staff colleague.)</i>			

***Emergency Information/Special Needs** (In case of emergency, contact):

Name		Relationship	
Day Phone		Evening Phone	

If you have special needs (physical or dietary) that need to be addressed for you to fully participate, please indicate them here: 

Additional Information

Is this the first time you have attended this event? Yes No

What are your arrival and departure dates? Arrival Date _____ Departure Date _____

General Information: If you are an employee of a company that holds corporate membership in API, you are entitled to the API member rate. If you have questions about your membership status, please call the API Membership Office at 202-682-8475. For questions about registration, contact: Registrar at e-mail: registrar@api.org or call 202-682-8195.

Substitutions, Cancellations and Refunds: Substitutions may be made at any time by written request. Cancellations and requests for refunds must be made in writing and received by **May 5, 2014**, at the American Petroleum Institute, 1220 L Street, NW, Washington, DC 20005-4070. A refund of your registration fee, less a \$100 cancellation fee, will be made if notice is received by this date. **No refunds given after May 5, 2014.**


2014 Spring Refining and Equipment Standards Meeting – May 19-22, 2014

Shape the future of API Standards – Pre-registration is required. Deadline: April 24, 2014.

Sponsor a first-time attendee – Note that all first-time attendees do not qualify for this option. Please read criteria carefully.

API invites you to sponsor first-time attendees from your company complimentary at all API 2014 Standards meetings. Registration is **limited to two (2)** first-time attendees who are sponsored and accompanied by prior API Standards meetings participants. **Sponsored attendees may not register themselves separately; they must be included in the sponsoring attendee's registration form. Registrations for sponsored attendees cannot be accepted on-site.** Hotel and travel expenses are the responsibility of the sponsoring company. Please fill out the information below to register your sponsored attendee.

Name	Nickname
Job Title	Company
Mailing Address	
City	State/Province
Zip/Postal Code	Country
Phone	Fax
E-mail	
<i>(Required information – If you do not have an e-mail address, please write in NONE)</i>	
*Emergency Information/Special Needs (In case of emergency, contact):	
Name	Relationship
Day Phone	Evening Phone

If you have special needs (physical or dietary) that need to be addressed for you to fully participate, please indicate them here: 

Registration Fees (in U.S. Dollars)

Meeting Participant	By April 24	After April 24
API Member	<input type="checkbox"/> \$ 525	<input type="checkbox"/> \$ 625
Committee Member	<input type="checkbox"/> \$ 575	<input type="checkbox"/> \$ 675
Non-API Member	<input type="checkbox"/> \$ 625	<input type="checkbox"/> \$ 725
One-Day Registration	<input type="checkbox"/> \$ 325	<input type="checkbox"/> \$ 425

Spouse Participant	By April 24
Spouse	<input type="checkbox"/> \$175
One-Day Spouse	<input type="checkbox"/> \$100

*(Note: The Spouse fee is valid only to a spouse or personal friend, **not** a business associate or staff colleague. If you are bringing a spouse, please check the activities below that person will participate in. Breakfast each morning is included. **Early registration is required for all of the following activities. If you register on-site, participation in activities will be based on availability at that time. All participants must be 18 years of age or older.**)*

Monday: Orlando City Tour Yes No
Tuesday: Orlando Adventure Tour Yes No

(Activities, specific arrangements, and the order in which they are listed, are subject to change as late as the day of the activity.)

Spouse will not participate in either of the two activities.

Do you plan to attend the API/AFPM Operating Practices Symposium?

(Included in Refining registration fee) Yes No

Open to Refining and Petrochemical Operating Companies Only

Method of Payment

Fax completed form with credit card payment information to 202-682-8222. No cover sheet necessary.

By Credit Card – Please charge the following card for Participant

VISA MasterCard
 American Express

Card Number _____
 Exp. Date _____ Cardholder's Zip Code _____
 Print Cardholder's Name _____
 Signature _____

By Credit Card – Please charge the following card for Spouse

VISA MasterCard
 American Express

Card Number _____
 Exp. Date _____ Cardholder's Zip Code _____
 Print Cardholder's Name _____
 Signature _____

By Check

Please make sure your check is payable to the American Petroleum Institute and indicate the following reference number on the check to ensure payment is credited properly: **SS-2300-DM002-7410**. Mail the check with your registration form to:
American Petroleum Institute, P.O. Box 1425, Merrifield, VA 22116-1425.

After April 24, 2014

Please hand-carry checks to on-site registration after April 24th. Checks mailed after this date might not be received in time to process and confirm your registration prior to the meeting.