

# REGISTRATION FORM

You can also register online at [www.vaco.org](http://www.vaco.org).



**STEP 1**

**REGISTRANT INFORMATION – Additional registrants may be added on the back of this form. PLEASE TYPE OR PRINT CLEARLY.**

NAME \_\_\_\_\_

JOB TITLE (Required) \_\_\_\_\_ COUNTY OR ORGANIZATION \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

**STEP 2**

## SUMMIT REGISTRATION

Regular Registration Fee	Late Fee (August 7 & After and at the door)
VACo Member - \$40	\$50
Non-member - \$50	\$60

## SPECIAL DIETARY REQUEST

- Vegetarian
- Gluten-free
- Peanut Allergy
- Other \_\_\_\_\_

## SPONSORSHIP

**EVENT SPONSORSHIP OPPORTUNITIES** are available at [www.vaco.org](http://www.vaco.org) or call 804.788.6652

## HOTEL RESERVATIONS & LOCATION



555 E. Canal Street  
Richmond, VA 23219  
804.788.0900

RICHMOND DOWNTOWN

CUT-OFF DATE FOR VACo ROOM BLOCK IS **JULY 25th**

\*\*\*[Online Room Reservations Page](#)\*\*\*



Map and Directions

**STEP 3**

## FEEES AND PAYMENT

TOTAL REGISTRATION FEE . . . . . \$ \_\_\_\_\_

**STEP 4**

## PAYMENT INFORMATION

CHECK ENCLOSED - Make payable to: **VACo**

CREDIT CARD PAYMENTS:

Credit Card Number \_\_\_\_\_ / \_\_\_\_\_  
EXP: MM/YR

Name on Credit Card (please print) \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Email address for credit card receipt \_\_\_\_\_

Questions? Call VACo at 804.788.6652

MAIL: Virginia Association of Counties  
1207 E. Main Street, Suite 300  
Richmond, VA 23219

Contact VACo if you have a disability requiring special provisions or services.

FAX: 804.788.0083

## Deadlines and Refund Information

**Please return completed form to VACo by August 6, 2019.**

**REFUND POLICY: Requests for registration refunds are honored if received by August 6. Substitutions can be accepted at no additional cost.**

## Photo/Video Policy



By registering for the County Officials' Summit, you acknowledge and agree to grant Virginia Association of Counties the right to record, film and photograph your likeness in its media, marketing, promotional and educational efforts. You also acknowledge and agree to grant Virginia Association of Counties the right to include your contact information on an event attendee list made available to other event attendees and sponsors.