



ALL FIELDS MANDATORY: PLEASE PRINT LEGIBLY

VIRTUAL Registration Form

I. REGISTRANT INFORMATION

First Name _____ Last Name _____ Suffix _____
 Organization _____ Current CADCA Membership ID# _____
 Title _____ Primary Phone# _____
 Address Line 1 _____ Address Line 2 _____
 City _____ State _____ Zip _____ Country _____
 Attendee E-mail _____

(needed for receipt, confirmation, and platform access in February)

Every individual attendee MUST have their own unique email address for platform login.

Duplicate emails will not work.

CHECK ONLY ONE: (all fees listed in Section III)

- Adult General Attendee
- Adult Advisor Attendee (For Youth Leadership Initiative)
- Youth Leadership Initiative Attendee

ATTENDING SAMHSA'S PREVENTION DAY? (If left blank, YOU WILL BE REGISTERED FOR PREVENTION DAY)

YES NO

Is this your FIRST-TIME attending CADCA's National Leadership Forum?

YES NO

Is this your FIRST-TIME attending SAMHSA's Prevention Day?

YES NO

ALL YOUTH ATTENDEES (18 YEARS AND YOUNGER) ARE REQUIRED TO COMPLETE THE CONSENT FORM

FOR ATTENDEES 18 YEARS AND YOUNGER:

Date of Birth _____ Adult Advisor _____ Advisor's Email _____

II. CADCA MEMBERSHIP *NEW AND REINSTATING MEMBERS ONLY

CADCA Membership must be active through February 4, 2021 BEFORE you register to get the Member Rate

Please contact membership@cadca.org for any further questions

Not a CADCA member? Purchase a one-year membership! Select your member type below be eligible for discounted member rates to the Forum and Mid-Year (*Membership fees subject to change*)

- Coalition/Community-based Organization (based on annual budget; check one box below)**
 - Budget: \$99K & below: **\$200**
 - Budget: \$100K - \$299K: **\$300**
 - Budget: \$300K - \$499K: **\$400**
 - Budget: \$500K+: **\$500**
- Special Interest Group (Local Government/Prevention & Treatment Centers, etc.): \$500**
- Sustaining Member (State Government/National Organization): \$2,500**
- Prevention Professional: \$200**

III. REGISTRATION RATES FOR INDIVIDUALS ONLY

	Virtual Early Rates	Virtual Regular Rates
Adult Member <i>Not applicable to "Friend of CADCA" Membership</i>	\$425	\$475
Adult Non-Member/Friend of CADCA	\$625	\$675
Youth/Young Adults	\$325	\$375

YOUTH/YOUNG ADULT RATE: To qualify for the youth rate, participants must be 18 years of age or younger as of February 4, 2021. If participants are 19 years old or older, they must pay the adult rate.

ALL YOUTH/YOUNG ADULTS ATTENDING CADCA YOUTH LEADERSHIP COURSES MUST HAVE AT LEAST ONE ADULT ADVISOR PER COALITION TO PARTICIPATE ALONGSIDE THEM FOR THE ENTIRE THE COURSE. All CADCA Youth Leadership adult advisors must be a paid, registered attendee. Contact youth@cadca.org for questions about Youth requirements.

IV. REGISTRATION SELECTION AND PAYMENT INFORMATION

Individual Registration: \$ _____

Membership: \$ _____

Total Amount Due: \$ _____

Check Enclosed (payable to CADCA) Check # _____

Credit Card (check one) VISA MasterCard American Express

Card Number _____ Exp. Date: _____ CVV Code: _____

I, the undersigned, authorize CADCA to charge my credit card for the "Total Amount" listed on this Registration Form.

Cardholder's Name _____

Cardholder's Signature _____ Date _____

CADCA will not process registration forms that do not include payment information. You are not considered registered for the conference until either payment or a purchase order has been received. ***Payment must be postmarked by January 25, 2021 before gaining access to the virtual training event.***

Purchase Orders: Official Purchase Orders (PO) are accepted (not Purchase Requisitions) provided the following guidelines are met. Upon receipt of a completed registration form, CADCA will email an invoice from which you should submit payment. ***If you submit a PO to CADCA, you are guaranteeing payment for the full amount of the PO by January 25th.***

Payment Change: Once payment is received, any change to the payment method (such as change in credit card numbers) will be treated as a cancellation and subject to a \$95 administrative fee (per person).

V. SUBMISSION METHODS

ONLINE! Register online if paying by credit card and to receive an instant confirmation receipt. If paying by check, you can e-mail this form to events@cadca.org and mail check to: CADCA, 625 Slaters Lane, #300, Alexandria, VA 22314. For emailed or mailed registration forms, you will receive an e-mail confirmation of the completed registration within 7 business days.

VI. CANCELLATION & SUBSTITUTION POLICY

All requests for *registration cancellations* must be submitted in writing by January 25, 2021 via e-mail to events@cadca.org. Cancellation requests received by this date will be processed **less a \$95 administrative fee (per person)**. Refunds will be processed within 45 days after the meeting. There will be **NO REFUNDS after January 25th**.

All requests for *registration substitutions* must be submitted in writing via e-mail to events@cadca.org along with a new and completed registration form. Substitution requests are free of charge.

By submitting this registration form, you agree to this policy.