

# JAIL WORKSHOP REGISTRATION INFORMATION

Telephone (800) 763-2802  
or (847) 685-0700

Fax (24 Hours) (800) 763-3221  
or (847) 685-9700

## HOTEL

Upon registering with AELE you will receive an attendant's memo outlining the workshop activities. Hotel reservations are the individual registrant's responsibility and should be made as soon as possible.

The Orleans Hotel & Casino is located at 4500 W. Tropicana Avenue, Las Vegas, Nevada 89103, (800) 675-3267. Reservations can also be booked through the Hotel's website at [www.orleanscasino.com/groups](http://www.orleanscasino.com/groups) using the group codes specified below. Please note: Due to promotional pricing offers, rates could be lower if booked by phone or on an internet hotel site without the group code.

**January 2012:** A limited number of rooms have been reserved if booked before December 8, 2011 at a maximum rate of \$45 per night, single or double occupancy, Sunday through Thursday. The group code "2AELC01" must be used to obtain this rate.

**March 2012:** A limited number of rooms have been reserved if booked before February 2, 2012 at a maximum rate of \$45 per night, single or double occupancy, Sunday through Thursday. The group code "2AELC03" must be used to obtain this rate.



**AELE WORKSHOPS**  
P.O. Box 75401  
Chicago, IL 60675-5401

Internet version

This form can be completed online. Put your mouse pointer on a blank line and then type your information. Then print the form and fax it to 1-800-763-3221 or mail to AELE.

## TUITION

**REGISTRATION: Fees for each module:** \$795 for the first person and \$695 for each additional person from the same government agency or private employer (including the attorney for the entity). **Fee for both modules:** \$1,490 if the same person attends Module One and Module Two (a \$100 discount), and \$1,290 for each additional person from the same government agency or private employer (including the attorney for the entity).

• \$ \_\_\_\_\_ is due;  Check enclosed;  Bill agency;  Charge my credit card P.O. # \_\_\_\_\_ (if needed).

VISA, MC, Am Exp or Discover accepted. Credit Card# \_\_\_\_\_ Exp. Date \_\_\_\_\_



Signature (if using a Credit Card) \_\_\_\_\_

**CANCELLATION POLICY:** The tuition is fully refundable if cancellations are made before Monday, Jan 2 for the January Workshop, or before Monday, Feb 27 for the March Workshop. Otherwise, a \$100.00 cancellation fee will be charged per attendant. Upon written request, you may transfer your tuition to a future workshop.

## REGISTRATION FORM

Register me for (Check one please)  **Module One** January 9-11, 2012  **Module Two** March 5-7, 2012  **Modules One and Two**

Name \_\_\_\_\_ Title \_\_\_\_\_  Attorney  Non-Attorney

Agency or Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Phone (\_\_\_\_\_) \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Fax Number (\_\_\_\_\_) \_\_\_\_\_ **Our Federal Tax ID # is: 36-6140171**

I hereby authorize AELE to confirm my registration (or to send information relating to this seminar) by (a) sending me a fax at the above number, and/or (b) sending me an e-mail, and/or (c) telephoning me at the above number.

Signature (Required): \_\_\_\_\_

## RETURN PROMPTLY

DO NOT DELAY REGISTRATION WHILE AWAITING FORMAL APPROVAL OR A PURCHASE ORDER.

SEND OR FAX A COPY OF THIS APPLICATION, MARKED "PENDING APPROVAL."