

THE 54th ANNUAL SOUTHERN FEDERAL TAX INSTITUTE

October 21 - 25, 2019
Grand Hyatt Atlanta In Buckhead
Atlanta, Georgia

REGISTRATION FORM

Name _____ Name on Badge _____
Profession: Attorney CPA Atty/CPA CFP CLU ChFC Other _____
Firm _____
Mailing Address _____
City/State/Zip Code _____
Phone () _____
Email* _____

(*Email is required – registration confirmations are sent via email.)

Registration fees include: Conference sessions, breakfasts, breaks, boxed lunches Monday, Wednesday and Thursday, Cocktail Parties, and one set of materials on a USB flash drive. Food and beverage is provided for onsite consumption only.

Registration Fees

	<u>Received by:</u>	<u>Early</u> (8/19/19)	<u>Standard</u> (9/30/19)	<u>Late</u> (after 9/30/19)
◇ TWO-DAY – ESTATE PLANNING TOPICS	10/24 - 10/25 (Thurs & Fri)	\$695	\$745	\$825
◇ THREE-DAY – GENERAL SESSIONS & ETHICS	10/21 - 10/23 (Mon, Tues, Wed)	\$795	\$845	\$925
◇ THREE-DAY – ETHICS & ESTATE PLANNING	10/23 - 10/25 (Wed, Thurs, Fri)	\$795	\$845	\$925
◇ FIVE-DAY – ALL SESSIONS	10/21 - 10/25 (Mon - Fri)	\$995	\$1,045	\$1,125

Conference Materials: Every registrant will receive a USB flash drive containing all of the materials for this year's program along with all prior program materials dating back to 1998. In addition, every registrant will receive an email in advance of the program with a link and password in order to access and to download and/or print the course materials. Free wifi also will be available for attendees at the Institute. There will be power strips at many of the tables so that registrants can use their computers for the duration of the conference. Printers will not be available.

PRINTED COURSE MATERIALS – Extra Option for an Additional Fee

SFTI is going green! Printed materials are not included with your registration, but are available for an **additional \$35 per book**. Volume 1 (contains Mon-Wed materials) and Volume 2 (contains Thurs-Fri materials) will be available at check-in upon advance purchase. Please include an additional **\$35 per book** in your total amount due if you wish to have a printed set of materials at SFTI.

Please check here if you would like printed hardcopies for an additional \$35/per book: Volume 1 Volume 2

Included in the conference fee, **registrants will be provided access to download and/or print the course materials prior to the Institute and also will receive a USB flash drive containing all materials** at the time of check-in.

DISCOUNTS:

- ◇ 50% Discount for first time attendees
- ◇ 50% Discount for IRS/Treasury Employees
- ◇ 15% Discount for firms or companies registering 6 or more people - registrations must be mailed together in the same envelope (please use printable registration form).
- ◇ 30% Discount for firms or companies registering 11 or more people - registrations must be mailed together in the same envelope (please use printable registration form).
- ◇ A 25% discount is available to second time attendees who attended in 2018 as a first time attendee. A special code will be sent via email to those eligible individuals.

How did you learn about SFTI: Word of Mouth Brochure Mailing Email Other (Please List) _____

Do you plan to attend the cocktail party Monday evening? Yes No

Do you plan to attend the cocktail party Thursday evening? Yes No

METHOD OF PAYMENT (Checks or VISA, MasterCard and American Express)

Enclosed is a check for \$ _____ Check # _____ (Make checks payable to: SFTI)

Please charge my (check one): Visa MasterCard American Express

Account # _____ Expiration Date _____ Security Code _____

Name of Cardholder _____

Billing Address _____

Signature _____

Refund Policy: Registrants who are unable to attend the Institute will receive a full refund (less a \$75 administrative fee) if an emailed request is received on or before October 7, 2019. SFTI will accept substitutions if written notice is sent to info@sfti.org by October 7, 2019. Tax ID#: 586047220.

If you are registering additional persons from your firm, please submit a registration form for each registration. This form may be photocopied.

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HOTEL RESERVATIONS FORM

Mail or fax this form directly to: Reservations Department, Grand Hyatt Atlanta in Buckhead, 3300 Peachtree Road NE, Atlanta, Georgia 30305 or call (888) 421-1442; FAX (404) 364-3887. **Reservations must be received by September 27, 2019 and prior to the block filling for discounted rate.**

HOTEL RESERVATIONS

Name _____ Phone () _____

Address _____ City/State/Zip Code _____

Firm Name _____ Phone () _____

Address _____ City/State/Zip Code _____

Arrival Date _____ Time _____ Departure Date _____ Time _____

CHECK IN TIME 3:00 PM. Access to accommodations prior to 3:00 PM are subject to availability.

CHECK OUT TIME 12:00 NOON

Guaranteed Reservations: Reservations must be accompanied by deposit or credit card guarantee.

Please hold my reservation for (check one):

Guaranteed by 1st night's deposit plus 16.9% tax (\$ _____ enclosed)

Credit Card guarantee - Type _____

Credit Card No. _____ Exp. _____ Security Code _____

Signature of Cardholder _____

FOR GUARANTEED RESERVATIONS: I understand that I am liable for one night's room and tax which will be deducted from my deposit, or billed through my credit card, in the event that I do not arrive or cancel by 3 PM, 48 hours prior to my arrival. An early departure fee of 1 night room + tax will be charged if you checkout prior to your scheduled departure date. Departure date can be changed up to your check-in date without penalty.

Signature _____ Gold Passport No _____

Requests for specific accommodations will be first come, first serve at check-in. Tax rate on room is 16.9%, subject to change + \$5 per night GA Hotel/Motel fee. If unable to present a credit card at check-in, cash deposit is requested.

Guest Room Information:

No. of Rooms: _____ Single (1 person) @ \$255 _____ Double (2 persons) @ \$255 (including unlimited internet access)

Bed Type: King 2 Doubles Smoking

Additional persons: \$25.

Children under 18 free when sharing room with parents.

If room is not available at rate requested, reservations will be made at next available rate.

Share with _____

In accordance with the Americans with Disabilities Act, please notify Grand Hyatt Atlanta if you have any special needs.

SFTI expects to receive commissions from the Grand Hyatt Atlanta that are derived from room fees paid by SFTI registrants. SFTI uses these commissions to pay a portion of the expenses it incurs in producing the Institute.