

## 2 Easy Ways to Register: Complete Sections A through D

1 MAIL: EMA, 700 S. Washington St., Ste. 260, Alexandria, VA 22314

2 ONLINE: [www.envelope.org](http://www.envelope.org)

### A. MEETING REGISTRATION INFORMATION

(Please print or type full name of registrant)

Each participant from a member company must register for the meeting on a separate form. Companions, non-industry related children and/or guests may be included on one form. If you have questions, please contact the EMA office at (703) 739-2200.

REGISTRANT (Last, First / Nickname for Badge)

SPOUSE/COMPANION (Last, First / Nickname for Badge)

CHILD (Last, First / Nickname for Badge)

GUEST - If Attending Entire Meeting (Last, First / Nickname for Badge)

COMPANY

BUSINESS PHONE (with area code)

MAILING ADDRESS

CITY, STATE, ZIP

EMAIL ADDRESS

- This is my first Meeting.  
 I would like to be a member host to a first-time attendee.

### B. REGISTRATION FEES

(All fees to accompany this registration. Funds must be paid in U.S. Dollars)

Meeting registration fees include admittance to all meeting functions as listed on the enclosed Schedule of Events, with the exception of events with limited attendance as noted and Optional Activities with separate fees listed below.

- Regular and Prospective Members ONLY!** .....
- |   |             |
|---|-------------|
| On or Before March 10 - Each Registrant ..... | \$ 1,475.00 |
| After March 10 - Each Registrant .....        | \$ 1,575.00 |
- Associate Member Registration fees:**
- On or Before March 10*
- |  |             |
|--|-------------|
| <input type="checkbox"/> First registrant from an organization .....     | \$ 2,400.00 |
| <input type="checkbox"/> 2nd - 6th registrant from an organization ..... | \$ 2,300.00 |
- After*
- |  |             |
|--|-------------|
| <input type="checkbox"/> First registrant from an organization .....     | \$ 2,500.00 |
| <input type="checkbox"/> 2nd - 6th registrant from an organization ..... | \$ 2,400.00 |
- Spouse/Guest Registration Fees** .....\$ 500.00
- Off-Site Registration Fee** (Only if you are not staying at host hotel;  
waived if home residence is within 25 miles of hotel) ..... \$ 300.00

### C. EVENTS

Note: All tours and activities are based on certain minimums. If minimums are not met, activities may have to be cancelled.

- Men's/Women's Golf Tournament**  
\$ 325 x member \_\_\_ spouse \_\_\_ child \_\_\_ guest \_\_\_ Total = \$ \_\_\_\_\_
- Industry Partners Party:** The cost of dinner is included in your registration fee for one registered member and their registered spouse/companion. If you have additional guest/children that you would like to attend the Party. See cost below.
- Member \_\_\_\_\_ Spouse \_\_\_\_\_ Total Attendee(s) \_\_\_\_\_
- Guest/Children \$160 each \_\_\_\_\_ Total = \$ \_\_\_\_\_
- Not attending Industry Partners Party
- Pickleball:**  Member \_\_\_ Spouse \_\_\_ Total Attendee(s) \_\_\_\_\_
- Catamaran Cruise**  
\$ 150 x member \_\_\_ spouse \_\_\_ child \_\_\_ guest \_\_\_ Total = \$ \_\_\_\_\_

### D. TOTAL FEES AND PAYMENT INFORMATION

Please TOTAL ALL Registration & Optional Fees = \$ \_\_\_\_\_  
 Please check one:  Check  VISA  MC  AMEX

Name on card: \_\_\_\_\_

Signature: \_\_\_\_\_

Card #: \_\_\_\_\_

Exp. Date \_\_\_\_\_ (3) or (4) Digit security code \_\_\_\_\_

### OTHER REQUIREMENTS

- Special Dietary Requests:** (Only special requirements will be honored.)
- \_\_\_\_\_
- \_\_\_\_\_

-  **Accessible Accommodations:**

Please indicate any special requirements, or call the EMA office at (703) 739-2200.

\_\_\_\_\_

\_\_\_\_\_

### CANCELLATIONS:

Refunds are given for meeting registrations ONLY. Cancellations received in writing on or before March 10, 2026 will receive a full refund less a \$100 processing fee. Cancellations received in writing between March 11-25 will receive a 50% refund. No refund will be given after March 25, 2026.

Complete and return payment to:

EMA, 700 S. Washington Street, Suite 260

Alexandria, VA 22314 Email: [kmoses@envelope.org](mailto:kmoses@envelope.org)

PLEASE KEEP A COPY OF THIS FORM FOR YOUR RECORDS.

Date Sent to EMA \_\_\_\_\_ Date Received by EMA \_\_\_\_\_