

CONFERENCE ASSISTANT FORM

Donate some time at the AAG Annual Meeting as a Conference Assistant and earn \$8.00 per hour and a 50% registration refund if you work for a minimum of 8 hours. A maximum number of 12 work hours is permitted.

FIRST _____ M.I. _____ LAST _____

ORGANIZATION _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____ COUNTRY _____

DAYTIME PHONE () _____ FAX () _____

E-MAIL ADDRESS _____

Please tell us the times/positions you would like to work (checking off multiple options improves your chances of being selected; we will do our best to schedule you in your requested time slots):

Sunday, April 15, 10am - 6pm: Totebag Stuffing (8 hours less 1/2 hour lunch = 7.5 hours)

Monday, April 16, 8am - 4pm: Totebag Stuffing (8 hours less 1/2 hour lunch = 7.5 hours)

Monday, April 16, 1pm - 7pm: Registration Set-up/Open (6 hours)

Tuesday, April 17, 8am - 2pm: Registration (6 hours)

Tuesday, April 17, 2pm - 7:30pm: Registration (5.5 hours)

Tuesday, April 17, 6pm - 9pm: Book Exhibit (3 hours)

Wednesday, April 18, 7am - 1pm: Registration (6 hours)

Wednesday, April 18, 1pm - 7pm: Registration (6 hours)

Wednesday, April 18, 8am - 12pm: Session Area Monitor (4 hours)

Wednesday, April 18, 1pm - 5pm: Session Area Monitor (4 hours)

Wednesday, April 18, 9am - 1:30pm: Book Exhibit (4.5 hours)

Wednesday, April 18, 1:30pm - 6pm: Book Exhibit (4.5 hours)

Thursday, April 19, 7am - 1pm: Registration (6 hours)

Thursday, April 19, 1pm - 7pm: Registration (6 hours)

Thursday, April 19, 8am - 12pm: Session Area Monitor (4 hours)

Thursday, April 19, 1pm - 7pm: Session Area Monitor (6 hours)

Thursday, April 19, 9am - 1:30pm: Book Exhibit (4.5 hours)

Thursday, April 19, 1:30pm - 6pm: Book Exhibit (4.5 hours)

Friday, April 20, 7am - 12pm: Registration (5 hours)

Friday, April 20, 12pm - 6pm: Registration (6 hours)

Friday, April 20, 8am - 12pm: Session Area Monitor (4 hours)

Friday, April 20, 12pm - 6pm: Session Area Monitor (6 hours)

Friday, April 20, 9am - 12:30pm: Book Exhibit (3.5 hours)

Friday, April 20, 12:30pm - 4pm: Book Exhibit (3.5 hours)

Saturday, April 21, 10am - 2pm: Registration Teardown/Packing (4 hours)

Saturday, April 21, 8am - 12pm: Session Area Monitor (4 hours)

Saturday, April 21, 2pm - 6pm: Session Area Monitor (4 hours)

All Conference Assistants will receive a T-shirt to be worn during scheduled work hours. Please indicate your preferred shirt size below.

Small

Medium

Large

Extra Large

Reimbursement/Payment

If you have not already done so, please register for the meeting and pay the full conference rate in advance. You will be reimbursed by mail for 50% of the conference fee after the meeting, when we verify that you have worked the minimum 8 hours required to receive the discount. A maximum of 12 work hours will be permitted. Your pay for the hours you work will also be included in this check. PLEASE NOTE: all checks will be payable in US dollars. AAG is unable to remit payment or reimbursement in any other currency.

IN ORDER TO BE A CONFERENCE ASSISTANT, YOU MUST BE REGISTERED FOR THE 2007 AAG ANNUAL MEETING.

Return This Form NO LATER THAN March 23, 2007 to:

AAG Conference Assistants, Attn: Corey Siembieda
11260 Roger Bacon Drive, Suite 402, Reston, VA 20190

Fax 703-964-1246

Email: csiembieda@conferencemanagers.com