



# Specifying Reliable Cost Effective Machinery Designs

## Registration Form

### Attendee Information

Please type or print clearly, using a separate form for each attendee. Photocopies are accepted.

Name: \_\_\_\_\_

Name for Badge: \_\_\_\_\_

Job Title: \_\_\_\_\_

Company: \_\_\_\_\_

Department/Division: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Country: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

If you require any special assistance, please make a note of your needs here:  
\_\_\_\_\_

### Courses

Please select one or more of the following:

- May 11-13, 2010 | TIEC | Houston, TX  
*Register by May 1, 2010*  
 \$1400

### Payment by Credit Card

All registration fees are in U.S. Dollars.

- VISA     MasterCard     American Express

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

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

Cardholder's Zip Code: \_\_\_\_\_

### Substitutions, Cancellations and Refunds

Notice of cancellations and requests for refunds must be made in writing and received three weeks prior to the start date of the course. A refund of your registration fee, less a \$100 processing fee, will be made if notice is received by the above-referenced dates. Refunds will not be made after the dates referenced above. Substitutions are welcome in lieu of cancellations.

*NOTE: Cancellations must be made by email to registrar@api.org.*

### How to Submit Form

For faster processing, register online at [www.api-u.org/mechequip.html](http://www.api-u.org/mechequip.html) or you may fax completed form with credit card payment information to 202-682-8222. No cover sheet necessary. You may also email this form to API at registrar@api.org.

### Payment by Check

If you wish to pay by check, please make sure your check is payable to the American Petroleum Institute and indicate the following reference number on the check to ensure payment is credited properly: **SS-2100-U9423-7410**. Mail the check with the registration form to:

American Petroleum Institute  
P.O. Box 1425  
Merrifield, VA 22116-1425

### General Information

For any questions regarding registration, please contact Liz Goemaat at 202-682-8195 or email goemaate@api.org.