

# Registration Form

for an individual attendee and his or her spouse/guest

**Register Online**

[tinyurl.com/rcireg](http://tinyurl.com/rcireg)



## Register Online

---

[tinyurl.com/rcireg](http://tinyurl.com/rcireg)

## Important Dates

---

### Convention and Trade Show Dates

March 22-27, 2018

### Convention Early Registration Deadline

Friday, February 23

### Hotel Discount Accommodations Deadline

Friday, February 23

### Annual President-Elect's Golf Tournament

Friday, March 23

### Opening Ceremony and Keynote Presentation

Saturday, March 24

1:30 PM

### Trade Show

Saturday, March 24

3:15 PM - 7:15 PM

Sunday, March 25

8:45 AM - 12:00 PM

### Awards Luncheon

Sunday, March 25

12:30 PM - 1:45 PM

### RCI Foundations Reception and Event

Sunday, March 25

5:30 PM - 8:00 PM

### Annual Meeting of the Members

Monday, March 26

12:00 PM - 2:00 PM

### President's Reception and Annual Banquet

Monday, March 26

6:30 PM - 11:00 PM

*\*Note: Children are welcome at the trade show; however, please, no strollers.*

## Important Places

---

### Accommodations and Events

Marriott Marquis Houston

1777 Walker Street, Houston, TX, 77010

713-654-1777 or 877-688-4323 (USA)

or 800-228-9290 (Canada)

### Trade Show

George R. Brown Convention Center

1001 Avenida de las Americas, Houston, TX 77010

800-427-4697

### Annual President-Elect's Golf Tournament

Wildcat Golf Club

12000 Almeda Road | Houston, TX 77045

713-413-3400

## Suggested Attire

---

### Convention and Trade Show\*

*Business casual*

### Awards Luncheon

*Business casual*

### RCI Foundations Reception and Event

*Casual (boots and hats)*

### President's Reception and Banquet

*Dressy Casual*

## Cancellation Policy

---

Refund requests received on or before February 23, 2018 will be accepted and issued a 50% refund of the total registration fee. No refunds or credits will be issued for those canceling after February 23, 2018. Individual substitutions are subject to a \$25 administrative fee. There is a \$25 processing fee for all returned checks.



# Attendee and Spouse/Guest Registration Form

## One Registration Form Per Individual and His/Her Spouse/Guest

This registration form is designed to facilitate easy registration of the individual registrant and his/her spouse/guest. If you have questions regarding how to complete this form, please call 800-828-1902.

### Description of Registration Types

**Full Registration** includes educational programs, RCI opening reception, region meetings, opening ceremony and keynote, trade show, awards luncheon, annual meeting luncheon, and president's reception and annual banquet.

**Spouse/Guest Registration** includes educational programs, RCI opening reception, trade show, awards luncheon, annual meeting, and president's reception and annual banquet. Not intended for colleagues. Spouses and guests who register in advance will receive a gift bag.

**Single-Day Registration** includes the day's educational programs, RCI opening reception, region meetings, opening ceremony and keynote, trade show, and annual meeting luncheon (if applicable). The awards luncheon, president's reception, and annual banquet are not included.

**Student Registration** includes educational programs, RCI opening reception, region meetings, trade show, awards luncheon, annual meeting luncheon, and president's reception and annual banquet. Must be a current full-time student of engineering, architecture, construction management or similar discipline, and provide copy of student ID or proof of full-time student status.

**Trade Show Only Registration** includes admittance to trade show activities only, both days. Not for exhibitor staff.

**Exhibitor Registration:** Contact RCI or see your Exhibitor Service Manual for the proper forms.

1 Attendee Information				
First Name	Last Name	Member ID Number	First RCI Convention	<input type="checkbox"/> Yes
Company Name		E-mail Address		
Company Address		City	State/Province	Postal Code
Phone Number	Fax Number	Arrival Date	Departure Date	

2 Spouse/Guest Information <i>This address will be used to welcome and inform spouses/guests of special spouse/guest events and functions.</i>				
First Name	Last Name	E-mail Address	First RCI Convention	<input type="checkbox"/> Yes
Address		City	State/Province	Postal Code
Phone Number	Fax Number	Arrival Date	Departure Date	

3 Payment Method					
<b>Payment Type</b>					
<input type="checkbox"/> Check (Payable to RCI in U.S. funds)	<input type="checkbox"/> MasterCard	<b>Return forms with payment to:</b>			
<input type="checkbox"/> Visa	<input type="checkbox"/> Discover				<input type="checkbox"/> American Express
Name of Cardholder _____					RCI, Inc. 1500 Sunday Drive, Suite 204 Raleigh, NC 27607
Card Number _____		800-828-1902			
3- or 4-Digit Verification Code _____		919-859-0742			
Expiration Date _____		fax-919-859-1328			
Signature _____		rci-online.org			

**Cancellation Policy:** Refund requests received on or before February 23, 2018 will be accepted and issued a 50% refund of the total registration fee. No refunds or credits will be issued for those canceling after February 23, 2018. Individual substitutions are subject to a \$25 administrative fee. There is a \$25 processing fee for all returned checks.

**Attendee and Spouse/Guest Registration Form** (page 2 of 2)

rci@rci-online.org | fax: 919-859-1328

**4 Registration Information**

Full registrants and spouse/guest registrants receive awards lunch, annual meeting, and president's reception & banquet at no additional cost.

Indicate Registration Type		RSVP Below						Add Additional Programs Below				Subtotal													
<b>Registration fees on or before February 23</b>		Regional Meetings (w/Box Lunch) – Saturday, 3/24	Opening Ceremony & Keynote – Saturday, 3/24	Trade Show Reception – Saturday, 3/24	Trade Show Breakfast – Sunday, 3/25	Awards Luncheon – Sunday, 3/25	Annual Meeting Luncheon – Monday, 3/26	Pres. Reception & Banquet – Monday, 3/26	Spouse/Guest Outing – Friday, 3/23 Bayou Bend, Rienzi Tour and Lunch	Spouse/Guest Outing – Monday, 3/26 Space Center Houston Tour	Awards Luncheon – Sunday 3/25 add these fees only if you are a single-day registrant or are ordering additional tickets	President's Reception & Banquet – Monday 3/26 add these fees only if you are a single-day registrant or are ordering additional tickets	Please tally total fees for you and your spouse/guest in this column. ↓												
<input type="checkbox"/> Full - Member ..... \$470	<input type="checkbox"/> Full - Nonmember ..... \$560													<input type="checkbox"/> Spouse/Guest ..... \$90	<input type="checkbox"/> Student ..... \$100	<input type="checkbox"/> Single Day - Member ..... \$210	<input type="checkbox"/> Single Day - Nonmember ..... \$260	<input type="checkbox"/> Trade Show Only ..... \$75							
<b>Registration fees after February 23</b>																									
<input type="checkbox"/> Full - Member ..... \$555	<input type="checkbox"/> Full - Nonmember ..... \$605													<input type="checkbox"/> Spouse/Guest ..... \$90	<input type="checkbox"/> Student ..... \$100	<input type="checkbox"/> Single Day - Member ..... \$210	<input type="checkbox"/> Single Day - Nonmember ..... \$260	<input type="checkbox"/> Trade Show Only ..... \$75							
Attendee Full Name	Registration fee													<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
Spouse/Guest Full Name	Registration fee													<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____

Indicate if you will be attending any of these events.

TOTAL

**Register Online:** [tinyurl.com/rcireg](http://tinyurl.com/rcireg)

**5 Single-Day Registration** Complete this section only if you are a Single-Day Registrant.

Name \_\_\_\_\_ Day(s) of Attendance [indicate day(s) of registration]

\_\_\_\_\_  Saturday, 3/24  Sunday, 3/25  Monday, 3/26

\_\_\_\_\_  Saturday, 3/24  Sunday, 3/25  Monday, 3/26

**6 Special Needs** Please let us know of any special dietary, accessibility or other needs by Feb. 23. Requests after Feb. 23 may not be fulfilled.

\_\_\_\_\_

\_\_\_\_\_

**Join Us For:**

**2018 Building Envelope Technology Symposium**

**November 16-17, 2018**

**Gaylord Opryland Resort and Convention Center  
Nashville, Tennessee**

**2019 RCI International Convention & Trade Show**

**March 14-19, 2019**

**Rosen Shingle Creek Resort  
Orlando, Florida**