

*2018 CostFlex Systems User Group Conference***Registration Information**

*CostFlex Systems* is looking forward to having you as our guest(s) at the 2018 User Group Meeting, April 18<sup>th</sup>-20<sup>th</sup>, at the Springhill Suites by Marriott on the beautiful Pensacola Beach, Florida. Below are details for the conference:

***Registration***

- Registration Fee ~ \$450 per person. A discount will be given for more than one person attending from a single client organization. (Please see registration form for details.)
- Early Bird Special ~ Register prior to January 31, 2018 and receive a discount of \$50 for each person.
- To register, go to <https://www.costflex.com/user-group-conference/> and complete the registration form. Confirmation of your reservation will be sent upon receipt of your registration.
- Please mail registration fees to 4320 Boulevard Park South, Mobile, AL 36609. Credit card payment is not accepted at this time. If you would like to be invoiced for the registration fees, please let us know and we will gladly send an invoice.

***Accommodations***

- Transportation - The local airport is Pensacola, Florida (PNS) located at 2430 Airport Blvd #225, Pensacola, FL 32504.
- Hotel – Springhill Suites by Marriott  
Reservations by phone: (850)932-6050 or online: [www.marriott.com/pnspb](http://www.marriott.com/pnspb)  
Make sure to identify yourself with the CostFlex Systems Conference (ID: CFSC) to receive our rates. The discounted room rate is \$189/night for Inland View or \$199/night for Island View (plus sales tax 12.78%). Reservations must be made by March 18, 2018 to receive the discounted rate.

***Networking Opportunities***

- Dolphin Cruise – Wednesday, April 18<sup>th</sup> at 2:00pm for you and guest(s).
- Conference Registration and Reception - Wednesday, April 18<sup>th</sup> from 6:00pm to 8:00pm in lobby of hotel. You will receive your Conference Badge. After registering, you and your guest(s) are invited to a reception held adjacent to the registration area with hors d'oeuvres and open bar at the Tiki Hut. You must show your Conference Badge at Tiki Hut.
- Client Dinner - Thursday, April 19<sup>th</sup> at 6:30pm, CostFlex will host a client dinner at a local restaurant for you and your guest(s).

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### **Registration Information**

#### ***Conference***

- Thursday
  - Meetings begin at 8:00am in the Conference Room and will dismiss at 5:00pm.
  - Lunch break from 11:30am to 1:00pm. Free Time.
- Friday
  - Meetings begin at 8:00am and Conference will conclude at 11:00am.
- Specialized Training
  - To reserve a spot before or after the Conference for Specialized Training, please email [usergroup@costflex.com](mailto:usergroup@costflex.com) or call the office at (800) 398-5753.

#### ***Continuing Education Credit***

- In previous years CostFlex User Group Meetings have been awarded between 9 and 15 CPE credits. CPE Details will be sent to all attendees once they are approved.

If you have any questions about the conference or just need some help with travel arrangements / planning, please do not hesitate to contact us at (800) 398-5753 or [usergroup@costflex.com](mailto:usergroup@costflex.com).

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**Registration Form**

*Please complete registration form online at <https://www.costflex.com/user-group-conference/> or send completed form via fax / mail / email.*

**Organization** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Attendee #1**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Credentials \_\_\_\_\_ Title \_\_\_\_\_

How many attending: Dolphin Cruise \_\_\_\_\_ Dinner \_\_\_\_\_

**Attendee #2**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Credentials \_\_\_\_\_ Title \_\_\_\_\_

How many attending: Dolphin Cruise \_\_\_\_\_ Dinner \_\_\_\_\_

**Attendee #3**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Credentials \_\_\_\_\_ Title \_\_\_\_\_

How many attending: Dolphin Cruise \_\_\_\_\_ Dinner \_\_\_\_\_

**Attendee #4**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Credentials \_\_\_\_\_ Title \_\_\_\_\_

How many attending: Dolphin Cruise \_\_\_\_\_ Dinner \_\_\_\_\_

Registration Fee (s) **	Number Attending	Per Person	Total Fees Due
<input type="checkbox"/> \$ 450 per person	_____ x	450.00	_____
<input type="checkbox"/> \$ 400 per person (Group of 2)	_____ x	400.00	_____
<input type="checkbox"/> \$ 375 per person (Group of 3+)	_____ x	375.00	_____

\*\* If registering prior to January 31st, deduct \$50 per person for the Early Bird Registration.