

# REGISTRATION

## Individual registration

- Online: [register now](#)
- Email PDF form to Global Team: [globaldel@shrm.org](mailto:globaldel@shrm.org)
- Call Member Care: +1-703-548-3440

## Via delegation registration

- Online using the delegation code: [register now](#)
- Email PDF form to Global Team including delegation code: [globaldel@shrm.org](mailto:globaldel@shrm.org)
- Call Member Care and say you have a delegation code: +1-703-548-3440

# Online registration using the delegation code

SHRM.org



## STEP 1: Log in with your SHRM ID

- If you are a NONMember and do not have an account yet, you will be prompted to create an ID at this moment. This ID is a Website ID, and NOT a SHRM Membership ID.

### ABOUT

Info & Resources

### ATTEND

Registration & Travel Info

### PROGRAM

Sessions & Speakers

### EXPOSITION

Exhibitors & Sponsors

### EXTRAS

Networking & Special Events

## STEP 2: Select one of the options according to your membership status, to start your registration

### Nonmember

Register for the SHRM Annual Conference & Exposition as a nonmember at the non-discounted rate.

|            |                         |            |
|------------|-------------------------|------------|
| Onsite     | 06/20/2016 - 07/29/2016 | \$995.00   |
| Preview    | now through 02/03/2017  | \$1,815.00 |
| Early Bird | 02/04/2017 - 04/28/2017 | \$2,025.00 |
| Standard   | 04/29/2017 - 06/16/2017 | \$2,145.00 |
| Late       | 06/17/2017 - 06/21/2017 | \$2,295.00 |

SELECT

### Join Now!

Register and also become a SHRM member to enjoy the conference plus all the benefits of SHRM membership for one year.

|            |                         |            |
|------------|-------------------------|------------|
| Onsite     | 06/20/2016 - 07/29/2016 | \$1,184.00 |
| Preview    | now through 02/03/2017  | \$1,584.00 |
| Early Bird | 02/04/2017 - 04/28/2017 | \$1,754.00 |
| Standard   | 04/29/2017 - 06/16/2017 | \$1,874.00 |
| Late       | 06/17/2017 - 06/21/2017 | \$2,024.00 |

SELECT

### Member

SHRM members get access to the lowest rates for the most important HR conference in the world!

|            |                         |            |
|------------|-------------------------|------------|
| Onsite     | 06/20/2016 - 07/29/2016 | \$995.00   |
| Preview    | now through 02/03/2017  | \$1,395.00 |
| Early Bird | 02/04/2017 - 04/28/2017 | \$1,565.00 |
| Standard   | 04/29/2017 - 06/16/2017 | \$1,685.00 |
| Late       | 06/17/2017 - 06/21/2017 | \$1,835.00 |

SELECT

\* To become Global Online Member (\$95) join [here](#)

# Online registration using the delegation code, cont.



The banner features the SHRM logo on the left, the event title 'SHRM17 ANNUAL CONFERENCE & EXPOSITION' in large purple letters, and the dates 'June 18-21 | New Orleans' below it. A fleur-de-lis logo is on the right. A 'Logout' link is in the bottom right. A blue bar at the bottom contains the text 'To pay by mail or fax, download the registration form here.' and a shopping cart icon with 'My Cart Total : \$1,815.00'.

## Review Order

1. Registration Type → 2. Conference Add Ons → 3. Review Order → 4. Order Complete

| ITEM NAME   | QTY                          | PRICE      | ITEM TOTAL |
|---|------------------------------|------------|------------|
| Conference Registration: Non Member<br><b>JOIN SHRM AND SAVE 30%!</b> | 1 <small>Remove Item</small> | \$1,815.00 | \$1,815.00 |

**Recommended For You**

[Join SHRM Now and Save!](#) **JOIN NOW!**

SUBTOTAL: \$1,815.00  
TOTAL: \$1,815.00

**STEP 3:** on the second screen of the registration form, insert your delegation code, please press APPLY CODE, so the discount will show in the page.

(\* = required field)

Promotion Code  **APPLY CODE**

How did you hear about us?  Please select an option.

**STEP 4:** complete the registration and you will receive an email confirmation

**Recommended For You**

[Join SHRM Now and Save!](#) **JOIN NOW!**

|                    |                      |
|--------------------|----------------------|
| SUBTOTAL:          | \$1,815.00           |
| Promo Code IDANN17 | <del>-\$640.00</del> |
| <b>TOTAL:</b>      | <b>\$1,175.00</b>    |

(\* = required field)

Promotion Code  **APPLY CODE** **CANCEL CODE**

# Registration sending PDF form to [globaldel@shrm.org](mailto:globaldel@shrm.org)



**PREFERRED METHOD—  
ONLINE:** For immediate  
processing, register at  
[annual.shrm.org](http://annual.shrm.org)

**FAX:** 703.535.6490  
Please allow 5–7 busi-  
ness days for processing.

**PHONE:** 800.283.7476,  
option #3  
+1703.548.3440 (Int'l)

**MAIL:**  
SHRM  
P.O. Box 79482  
Baltimore, MD  
21279-0492 USA  
Please allow 4–6  
weeks for processing

**PRINT CLEARLY.** Use one form for each registrant.

SHRM MEMBER NUMBER \_\_\_\_\_

Name \_\_\_\_\_  
LAST FIRST MI

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

Business Number (\_\_\_\_\_) \_\_\_\_\_

E-mail Address \_\_\_\_\_  
PRINT CLEARLY

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

Business/Company \_\_\_\_\_

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

City \_\_\_\_\_ State/Province \_\_\_\_\_ ZIP \_\_\_\_\_

Country \_\_\_\_\_

Is this your  home or  business address? The address listed above will be encoded in your bar code.

### CONFERENCE REGISTRATION

|            |             | MEMBER  | NONMEMBER |
|------------|-------------|---------|-----------|
| Preview    | 07.30–02.03 | \$1,395 | \$1,815   |
| Early Bird | 02.04–04.28 | \$1,565 | \$2,025   |
| Standard   | 04.29–06.16 | \$1,685 | \$2,145   |
| Onsite     | 06.17–06.22 | \$1,835 | \$2,295   |

Join SHRM now and save \$10 on your membership!  
Select membership in the additional add ons section.

UNTIL 04.18.17  
International Delegation (5 or more) \$1,175  
International Delegation Code: \_\_\_\_\_

#### Register for the Annual Conference Only

The registration fee includes general sessions and luncheons, admission to the SHRM Exposition, concurrent sessions, one ticket to the Tuesday night show, and online access to conference presentations. \$ \_\_\_\_\_

Prices are subject to change.

### CANCELLATION POLICY

A cancellation must be in writing and faxed to 703.535.6490 or submitted to Member Care. Confirmed registrants may cancel and receive a full refund, minus a \$250 administrative fee, through February 3, 2017 for standard conference registration fees. Fifty percent (50%) of the standard conference registration fee will be refunded for cancellations received from February 4, 2017 through April 28, 2017. Standard conference cancellations received on or after April 28, 2017 are non-refundable. An additional cancellation fee of \$75 will be charged for each conference add-on included in your registration. The eLearning package is non-refundable. If a SHRM member transfers his or her registration to a nonmember, the nonmember must pay the difference in member and nonmember price at the time of transfer.

### PROGRAM ADD ONS

**Please Note:** Program times may overlap with other programs, session times or conference activities. You cannot select a program add on unless you are registered for the full conference. For session titles and numbers, visit [annual.shrm.org](http://annual.shrm.org) and select "Program"

#### SHRM SEMINARS (3-DAY)

- Member: Reg Fee + \$1,100
- Nonmember: Reg Fee + \$1,335

Program Name \_\_\_\_\_ \$ \_\_\_\_\_

#### PRECONFERENCE WORKSHOPS

- Member/Nonmember Reg Fee + \$380

Session #(s) \_\_\_\_\_ \$ \_\_\_\_\_

#### SHRM-CP/SCP CERTIFICATION PREPARATION (3-DAY)

- Member: Reg Fee + \$1,185
- Nonmember: Reg Fee + \$1,420

Program Name \_\_\_\_\_ \$ \_\_\_\_\_

### ADDITIONAL ADD ONS

#### SHRM eLEARNING LIBRARY (SEL) WITH ANNUAL CONFERENCE \$199.00

Get online access to sessions from the 2017 Annual Conference — as well as sessions from past meetings and conferences — at a special attendee-only price. Continue your professional development and earn additional recertification credits. \$ \_\_\_\_\_

#### MEMBERSHIP \$190 \$189

Join now and save \$10 \$ \_\_\_\_\_

#### NON-US GLOBAL MEMBERSHIP \$95

Promo code: \_\_\_\_\_ \$ \_\_\_\_\_

**TUESDAY NIGHT SHOW:** One ticket is included in the conference registration fee. Additional tickets are \$95.

No. of additional tickets \_\_\_\_\_ x \$95 = \$ \_\_\_\_\_

**GUEST PROGRAM:** Our Guest Program registration includes the Sunday Opening General Session, Opening Reception and Exposition Hall (Sunday only), a ticket to the Tuesday Night Show, and the Closing General Session on Wednesday. It does not include networking events, or access to the concurrent sessions.

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

No. of Guests \_\_\_\_\_ x \$495 = \$ \_\_\_\_\_

Total from All Sections Due \$ 0

Delegation code goes here



International Delegation Code: \_\_\_\_\_

#### ACCOUNTING USE ONLY

Date \_\_\_\_\_  
Amt \_\_\_\_\_  
Co Chk. # \_\_\_\_\_  
Pers. Chk. # \_\_\_\_\_  
Chpt. Chk. # \_\_\_\_\_  
Mny Order # \_\_\_\_\_  
Source: ANNY/PRE



### Payment Information

I authorize SHRM to charge my:  AMEX  VISA  MasterCard

Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Signature \_\_\_\_\_

NAME AS IT APPEARS ON CREDIT CARD BILL

Cardholder's Daytime Phone Number \_\_\_\_\_