



REGISTRATION FORM

		Early Bird Register by September 10	Regular Register by October 1	Amount Due: \$
In-Person <i>Includes access to all live events. Post-event recordings will be available if virtual option takes place.</i>	Member	\$795	\$895	
	Non-Member	\$1,795	\$1,895	
Virtual <i>Includes virtual access to all education sessions (live streamed & recordings)</i> Please Note: A minimum of 30 attendees is required for the virtual event option to take place. If a minimum of 30 attendees have not registered by <u>September 10</u> , attendees registered for the virtual option will be refunded in full.	Member	\$495	\$595	
	Non-Member	\$895	\$995	

REGISTRATION INFORMATION (each attendee must complete a separate form)

By registering for the 2021 Fall ASTA Meeting & Exhibits, you agree to abide by the registration policies, including the health and safety measures in effect for the event (see page 2).

Full Name _____ Title _____

Company Name _____ Address _____

Email Address _____

Special Dietary or Accessibility Needs: _____

Is this your first time to attend an ASTA event? ☐ Yes ☐ No

PAYMENT INFORMATION

Check Payment: Please make check payable to American Spice Trade Association and mail your payment with this form to 1101 17th Street NW, Suite 700, Washington, DC 20036 USA. *Your registration will not be processed until payment is received.*

Credit Card Payment: All credit card payments must be made online through the ASTA website. If you do not have a login to the ASTA website, please email info@astaspice.org to request one.

Register online at www.astaspice.org

Questions? Phone: (202) 331-2460 * Email: info@astaspice.org

REGISTRATION POLICIES

HEALTH & SAFETY

The health and safety of our attendees is important to ASTA. Final detailed health and safety plans will be communicated closer to the event, but attendees should expect the following:

- Attendees are strongly encouraged to be vaccinated for COVID-19
- Face masks must be worn at all FASTA events, regardless of vaccination status
- Individual hand sanitizers and face masks will be available to all attendees

In addition, you may see setup and service modifications such as attended buffets instead of self-service, or more distanced seating during the meeting.

Health and safety measures implemented by ASTA prior to the event or onsite are subject to change based on local, state, or federal guidelines and/or current conditions at the time of the event. Any violations of the health and safety measures may result in prohibiting entry to, or removal from, the event.

To view the Renaissance Nashville's safety precautions, click [here](#).

REGISTRATION DEADLINE

Advance registration ends Friday, October 1, 2021. After that date, you must register onsite at the event.

CANCELLATIONS

All refund/cancellation requests must be received in writing. Cancellations received on or before August 31, 2021 will receive a full refund less \$45 processing fee. Cancellations received September 1-21, 2021 will receive a 50% refund less \$45 processing fee. Cancellations received after September 21, 2021 will not be issued a refund. All refunds will be processed after the event.

SUBSTITUTIONS

Attendee substitutions may be made at any time prior to the event, provided that the substitute is from the same organization.

SUITCASING POLICY

ASTA shall have a zero tolerance policy for suitcasing at the ASTA Annual Meeting or any other ASTA event. Suitcasing is the practice in which companies gain access to an ASTA event, typically by either registering no company employee for the event or registering only one or some company employees for the event, and then such company representatives hold competing events or conduct business with legitimately registered event attendees at the event venue, whether in reserved venue space such as a hotel room or in other public spaces at the event venue. Violators may be subject to the potential penalties as outlined in the ASTA Suitcasing Policy, available at www.astaspice.org.

DATA COLLECTION

By completing this event registration form, ASTA is collecting your name, email, address, company affiliation, personal preferences and payment information so that ASTA can facilitate, process and confirm your registration for this event. Additionally, unless otherwise expressly requested to ASTA, by completing the following event registration form, your name, address and company affiliation will be included in the ASTA event attendee list which is provided electronically and in hardcopy to other ASTA event attendees and speakers.