



AFP® Payments Forum

PHOENIX MARCH 9-11, 2008

You must complete both pages of this application form.

Full Name _____ AFP Member # _____

5 NON-MEMBERS JOIN AFP FOR NO EXTRA CHARGE

Your non-member application grants you full AFP membership. Upon submitting your application, you will become enrolled as an AFP member at no additional charge. All memberships expire on December 31 of the year they begin. AFP membership dues are individual, non-transferable and non-refundable. Annual dues (\$395) may be deductible as a business expense but are not deductible as a charitable contribution. Of the \$395 in annual membership dues, \$45 is applied toward a one-year subscription to *AFP Exchange*, which is inseparable from dues and disclosed per USPS regulations.

- o Do not apply the non-member differential to AFP membership.

6 AFP PAYMENTS FORUM APPLICATION POLICIES

Application Policies AFP cannot process your application without FULL PAYMENT. AFP accepts payment in the form of American Express, MasterCard, Visa, Discover Card, Diners Club, check or money order, in U.S. dollars drawn on a U.S. bank. Applications may be accepted on site if space is available and eligibility requirements are met. AFP will confirm your application within 10 days of receiving it.

Cancellations AFP accepts only written cancellations. Cancellations for applications postmarked by February 15, 2008 will receive a 100 percent refund, less a \$50 processing fee. There are no refunds for cancellations postmarked after February 15, 2008. Membership dues are individual, non-refundable and non-transferable. Applicants are responsible for cancelling their own hotel accommodations.

Substitutions If you cannot attend the Forum, someone else from your company of eligible status may attend. All requests for substitutions must be made in writing with a completed application form accompanied by a \$50 processing fee. Additional substitution fees may apply based on the replacement's membership status. Please send a completed application form and letter of substitution to AFP Customer Service department by February 15, 2008. On site substitutions will be accepted if eligible.

Accommodations Please contact The Sheraton Wild Horse Pass Resort Spa in Phoenix, Arizona, directly at 602.225.0100. Please identify yourself as a part of the AFP Payments Forum to guarantee a rate of \$225 single/double occupancy per night (plus a one-time round trip portage fee of \$12 and a \$4 per day fee for the housekeepers). NOTE: The deadline for hotel reservations is February 10, 2008.

Photography Disclosure Upon registering for this event, you are providing AFP the irrevocable right to use your likeness for AFP advertising and promotion.

Special Assistance If you have a disability and require special assistance, please notify AFP at 301.907.2862 before the Forum so that we may accommodate your needs.

Questions or concerns Please call AFP Customer Service at 301.907.2862 during office hours, 8:30 a.m. – 5:00 p.m. ET, Monday – Friday or email customerservice@AFPonline.org.

EARN CONTINUING EDUCATION CREDITS

CTP/CCM Recertification Credits

The AFP 2008 Payments Forum and Seminars are approved for up to 34 CTP/CCM recertification credits.

12 credits – Payments Forum Sessions

11 credits – Pre-Forum Seminar: *Electronic Payments 101: Instruments and Processes*

11 credits – Post-Forum Seminar: *Financial Risk: Identification, Measurement and Management Techniques*

Credit is earned at the rate of one credit per 50 minutes of treasury/cash management or finance-related session time, including questions and answers.



CPE Credits

The Association for Financial Professionals is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Web site: www.nasba.org. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Nashville, TN 37219-2417. For more information regarding administrative policies, including submitting a complaint, please contact AFP at 301.907.2862 or AFP@AFPonline.org.

Number of CPE credits: Up to 12 for Payments Forum; 11 for Pre-Forum Seminar; and 11 for Post-Forum Seminar
Instructional Method: Group Offering – Live
Prerequisites: None



Please enter the 4-digit priority code from your brochure or e-mail.

PWA8 FOR OFFICE USE ONLY CC/CK#

ID# Amt. \$

Reg.# LB Date