

CERTIFIED FESTIVAL & EVENT EXECUTIVE Application & Registration Form



Please complete Sections 1-5 on this form to register for the CFEE Certification Program in addition to registering for any element of the CFEE Program. One form per registrant.

Return to: Fax: +1-208-433-9812 • Mail: IFEA 2603 W. Eastover Terrace, Boise, ID 83706, U.S.A. • Phone: +1-208-433-0950

1. APPLICANT INFORMATION:

Organization: _____

Name Mr. Ms. Mrs.: _____ Name for Badge: _____

Position Title: _____ First IFEA Convention Yes No

What is Your Age?
 18 to 24 35 to 44 44 to 54 55 to 64 65 to 74 75 or Older

How Long Have You Been Employed in the Festivals and Events Industry?
 0 to 2 Years 2 to 5 Years 5 to 10 Years 10 to 15 Years 15 to 20 Years 20 to 30 Years 30 to 40 Years Over 40 Years

Address: _____

City, State/Province, Zip Code: _____ Country: _____

Phone: _____ Cell Phone: _____

Website: _____ E-mail: _____

2. CFEE FASTTRACK® & INDIVIDUAL REGISTRATION

CFEE FastTrack® Registration:

FastTrack® Registration Fee Includes: All 6 Required Core Curriculum Courses.

If starting Part One of the CFEE FastTrack® - payment is due prior to start. If completing Part Two (after successfully completing Part One), please submit registration form, indicating Year Two. No payment is due at this time. Questions? Contact Cindy Lerick, CFEE at cindy@ifea.com.

CFEE FastTrack®

	Member	Non-Member	Total
<input type="radio"/> FastTrack® Part One Registration (Payment Due Prior to Start)	<input type="radio"/> \$500 (USD)	<input type="radio"/> \$865 (USD)	\$ _____
<input type="radio"/> FastTrack® Part Two Registration (No Payment Due. Please Confirm Prior to Registration)	<input type="radio"/> \$0	<input type="radio"/> \$0	\$ _____

CFEE Individual Class Registration:

Please indicate how many individual classes you are registering for/attending.	Qty. _____	Member	Non-Member	Total
		<input type="radio"/> \$175 (USD)	<input type="radio"/> \$335 (USD)	\$ _____

3. CFEE CORE CURRICULUM CLASS SELECTION

Please indicate which classes you are registering for/attending prior to the 64th Annual Convention & Expo in Colonial Williamsburg, VA.

- Marketing & Media Relations • Presented by Penny McBride, CFEE • September 22nd, 2019**
- Administration and Management • Presented by Becky Genoways, CFEE • September 23rd, 2019**
- Sponsorship & Sponsor Service • Presented by Bruce Erley, CFEE, APR • September 24th, 2019**

4. CFEE ENROLLMENT/CERTIFICATION FEES (Please submit all monies in U.S. Dollars only.)

CFEE Enrollment Fee

If starting the CFEE Program, this fee must be paid in addition to the Individual Class or FastTrack® Registration Fees.	Member	Non-Member	Total
	<input type="radio"/> \$200 (USD)	<input type="radio"/> \$350 (USD)	\$ _____

- In making this application, I fully understand that it is an application for the CFEE designation. I will submit a Final Assessment to The IFEA Academy of Event Education. I further understand, and by my signature, attest that I now and in the future will adhere to the IFEA Code of Professional Conduct and Ethics. I further understand that any false statement or misrepresentation that I may make in the course of these proceedings and application may result in the revocation of this application and the issuance of a complaint of violation on said Standards.

Applicant Signature: _____ Date: _____

CFEE Certification Fee (Final)

If graduating, this fee must be paid, in addition to all requirements being met at least 30 days prior to the IFEA Annual Convention.	<input type="radio"/> \$250	<input type="radio"/> \$350	\$ _____
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Promo Code _____ TOTAL AMOUNT ENCLOSED: \$ _____

5. PAYMENT: All fees are payable in U.S. Funds. Your registration form CANNOT be processed until payment is received. To ensure that you are pre-registered for the classes, return your signed registration form with full payment 14 days prior to scheduled class date. After that, please call Beth Petersen to make sure your registration has been received at +1-208-433-0950 ext. *816.

Select method of payment: VISA MasterCard American Express Discover Check (make check payable to IFEA)

Print Cardholder Name: _____

Signature: _____

Credit Card Number: _____

Expiration Date: _____ CVN Code: _____ (MC/Visa-3 digit code back) (AMX-4 digit code front)

6. CANCELLATION POLICY: Full refunds will be provided for cancellations made 21 days prior to scheduled class date. After that time there will be no refunds or cancellations made. Please contact Beth Petersen for questions or cancellations (beth@ifea.com or call +1-208-433-0950, Ext. *816).

As a not-for-profit 501(C)6 organization, the IFEA reserves the right to refuse or cancel the registration of any individual or organizational attendee, who, at its sole discretion, may represent/display unprofessional, unlawful, unethical, unsafe, or other actions/positions deemed contrary to the best interests of the IFEA and our global industry. Additionally, the IFEA does not discriminate on any basis including race, sex, age, religion, national origin, sexual orientation or disability. For the complete Code of Ethics, visit www.ifea.com. By registering for and attending the IFEA CFEE Seminar, you provide the IFEA express permission to use your name, photo and/or likenesses in any and all promotional and/or advertising materials in any medium, including the internet.