

INSTITUTE ACTIVITY HIGHLIGHTS

Monday, 3/8

- Field Advocate Training Session
- Update on Suicide Prevention Trends/Best Practices
- SPAN USA Luncheon with Washington Insider
- Policy Issue Review/Optional In-depth Issue Track Sessions
- Preparation for Hill Visits

Tuesday, 3/9

- Visits with Elected Officials on the Hill
- Optional Hill Tour

IMPORTANT INSTRUCTIONS

Complete the registration form for **EACH** individual and return, along with check, money order, or credit card information, to **SPAN USA, 1010 Vermont Ave. NW, Suite 408, Washington, DC, 20005** or fax to **(202) 449-3601**. NOTE for International registrants: paper registration only & no credit cards.

EVENT REGISTRATION REFUND POLICY: Refunds may be obtained as follows. Refund requests must be requested by the dates noted below.

- Between February 1st and 18th, a 50% refund may be requested.
- No refunds on or after February 19th.

HILL VISITS: As Institute participants, with guidance and assistance from SPAN USA/AFSP Public Policy staff, you will make your own appointments with each of your Senators and your Representative. This will allow you the opportunity to interact with your elected officials and their staff from the outset, and establish the fact that you are constituents interested in achieving Change through Action. **IT IS IMPORTANT THAT YOU INFORM THE SPAN USA/AFSP PUBLIC POLICY OFFICE, AS SOON AS POSSIBLE, WHO IS PLANNING TO ATTEND THE INSTITUTE. ONCE A MASTER LIST IS ESTABLISHED, SPAN USA/AFSP STAFF WILL PLAN A PHONE CALL WITH EACH PARTICIPANT TO ASSIST YOU AND TO ENSURE THAT ONLY ONE PERSON PER STATE SCHEDULES THE SENATE APPOINTMENTS.**

Please contact John Madigan, Senior Director of Public Policy, at (202) 449-3600, ext. 103, or jmadigan@afsp.org if you have any questions specifically about Hill Visits.

LIFEKEEPER MEMORY QUILTS: We would like to display as many Lifekeeper Memory Quilts as possible at this event. Please note information about your quilt(s) on the registration form. In February, additional instructions will be provided via email regarding getting the quilt to DC and to the event.

HOTEL: Embassy Suites Alexandria – Old Town, 1900 Diagonal Road, Alexandria, Virginia 22314
 Group Rate: \$199 per night for single/double, plus tax. Includes daily full breakfast and Manager's Reception on Monday night, March 8.

YOU MUST MAKE YOUR RESERVATION BEFORE FEBRUARY 19, 2010.

Reserve by phone: Participants may also call 1-800-Embassy and ask for group code AMF.

Hotel Website: http://embassysuites.hilton.com/en/es/groups/personalized/WASOTES-AMF-20100307/index.jhtml?WT.mc_id=POG

Hotel Terms & Conditions: Note the terms & conditions on the hotel website. If you have any questions about the hotel, please explore the hotel website and/or contact them directly.

TRAVEL: NOTE that the closest airport is Reagan Washington National Airport. Because Dulles is approx. 32 miles and BWI is approx. 40 miles from Alexandria — plan on adding \$60 each way for cab/bus.

For more information on the Institute, please visit SPAN USA's website: www.spanusa.org/events or contact Trevor Summerfield, Public Policy Manager, at (202) 449-3600, ext. 102, or tsummerfield@afsp.org.



SPAN USA, the public policy division of AFSP
14th Annual Suicide Prevention Legislative Institute
 Supported in part by the Suicide Prevention Resource Center
MARCH 8 and 9, 2010

REGISTRATION FORM - Each individual must complete a registration form.

YOUR CONTACT INFORMATION

Name: _____ **Organization:** _____
Address: _____
City: _____ **State:** _____ **Zip:** _____
E-mail: _____ **Phone:** _____

Tell us a little about yourself:

- I am a suicide survivor
- I am a suicide attempt survivor
- I am a mental health provider
- I am a public health professional
- I am a SPAN USA/AFSP Field Liaison/Field Advocate
- I am a SPAN USA Lifekeeper Quilt Organizer
- Other: _____

I will participate in **Tuesday's Congressional Hill Visits**. If yes, name of your **U.S. Senators and U.S. Representative** : _____

If you do not know the name of your Senators/Representative, go to:

<http://capwiz.com/spanusa/dbq/officials/> and enter your zip code under the "Elected Officials" section.

I have _____ (Number) **Lifekeeper Memory Quilts** to display.

This is my first time at a SPAN USA/AFSP Washington, D.C. Event.

How did you hear about it? _____

REGISTRATION & PAYMENT INFORMATION

Registration:

Limited to first 150 registrants.

Subtotal:

Registration amount is based on date payment is RECEIVED.

Early: received **before Feb. 12** **\$75** \$ _____

Regular: received **between Feb. 12 & 19** **\$125** \$ _____

No registrations will be accepted between Feb. 20 and March 7.

Onsite at the event (space permitting) **\$225** \$ _____

Optional Costs:

Evening DC Bus Tour (3/7/10) (Limited to 50 persons) **\$40** \$ _____

TOTAL PAYMENT DUE\$ _____

- Check/Money Order
- Visa
- Master Card
- American Express

Card number: _____

Name on card: _____ Exp. Date _____

Signature: _____