



National Organization for Victim Assistance

Mail/Fax-In Registration Form

NOVA's 2022 Virtual Conference

September 19-23, 2022 • VIRTUAL

Note: This offline registration form must be emailed to conference@trynova.org, mailed or faxed to NOVA.

We encourage you to register online at www.trynova.org for immediate confirmation.

LAST NAME:		FIRST NAME:	CELL PHONE:
AGENCY NAME:		POSITION:	
ADDRESS:			
CITY:	STATE/PROVINCE:	ZIP / POSTAL CODE:	COUNTRY:
EMAIL ADDRESS:			
FIRST NOVA ANNUAL TRAINING? YES___ NO___		MILITARY or DOD CIVILIAN: YES___ NO___	
ADA ACCOMODATIONS REQUIRED? If yes, please list below:			
Requests must be received by August 1 st , 2022			

FULL REGISTRATION

	Member	Non-Member	TOTAL
Standard Registration	\$450	\$550	
Group Registration (5 or more attendees) must be paid by one-time bulk payment.	Applicable Rate (less \$25)	Applicable Rate (less \$25)	
I am the <u>lead</u> presenter of an approved workshop, qualifying me for a \$150 discount on full registration	(less \$150)		
Student Rate (<i>Proof of student status will be required. This rate is intended for students under the age of 25 looking to enter the field of victim services.</i>)	\$150		

ADD A ONE YEAR NOVA MEMBERSHIP (New or Renewal; Please call 703-535-6682 for information on senior citizen, military, or student membership discounts)

Basic Membership	\$55	
Premier Membership – includes National Advocacy Leadership Center benefits	\$100	

PAYMENT METHOD MasterCard VISA AMEX CHECK **TOTAL FEE:**

IF PAYING BY CREDIT CARD: This section MUST be completed with the card holder's information.

NAME ON CARD: _____	EMAIL: _____
CARD NUMBER: _____	EXP DATE: _____
ADDRESS: _____	CITY: _____
STATE: _____	ZIP CODE: _____
COUNTRY: _____	PHONE: (_____) _____
AUTHORIZED SIGNATURE: _____	

Submission of this form to NOVA and/or registering online indicates your understanding and acceptance of the terms and conditions on page 2 of this form and on the NOVA Website.

PLEASE CAREFULLY REVIEW THE TERMS AND CONDITIONS FOUND ON PAGE 2. PAGE 2 MUST BE CHECKED OFF AND SIGNED

Mail this completed form (**BEFORE August 15, 2022**) to the following address:

NOVA Training Registration • 510 King Street, Suite 220 • Alexandria, VA 22314 • Phone: 703-535-6682 • Fax: 703-535-5500

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TERMS & CONDITIONS:

- To attend the training event, your registration fee must be paid in full by August 15th. *If full payment is not received by August 15th, your registration will be cancelled.*
- Participants may not change between in-person and virtual conference registration after June 15th.
- NOVA is committed to accessibility and inclusion in all our trainings, including providing reasonable accommodations for all participants with disabilities to meet their access needs. Please contact NOVA (conference@trynova.org) for more information or to request an accommodation. All requests for accommodations must be received by August 1st, 2022.
- NOVA must receive full payment by close of business on the appropriate cutoff date to receive the associated early registration rate. A purchase order reserves a space, but is NOT considered payment. A purchase order must be paid in full by the appropriate cutoff date but no later than August 15th to receive the associated registration rate.
- Please be sure to use the correct, authorized credit card to register for this event. Once processed, your payment is final and cannot be exchanged using a different credit card.
- The member rate, where specified, is offered to current members only. Individual memberships are non-transferable and non-refundable. If a registrant does not have a current NOVA membership and registers as a member, the registrant will be re-billed at the non-member rate.
- A registrant will incur a \$90 fee for returned checks.
- **Cancellation Policy:** For all paid registrations, a refund, less a \$90 cancellation charge, is available if a cancellation request is received via mail, fax or email at the NOVA office by 5:00PM, ET August 15, 2022. No refunds are available, for any reason, after August 15, 2022, 5:00PM, ET.

NOVA is unable to refund only the virtual or in-person component of a bundled deal. Your total registration cost is subject to the same cancellation policy above.

Attendees of the in-person 48th Annual Training Event may not transfer their registration to the virtual conference after June 15, 2022, 5:00PM ET.

I agree to the terms and conditions listed above.

Signature: _____

Date: _____

VOCA Sub-Recipients:

The Victims of Crime Act (VOCA) provides funding through the states for local victim services (sub-recipients). You may be eligible to use VOCA or VAWA funds for NOVA's 2022 Virtual Conference. Please check with your state administrator.