

**PLEASE RETURN BY MAIL OR FAX NO LATER THAN AUGUST 29, 2008**

**TO:** Deene Alongi, Director of Meetings & Conferences  
APA  
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## **Division Meeting/Reception Request Form**

**2009 APA NATIONAL PLANNING CONFERENCE**  
**Saturday, April 25 through Wednesday, April 29, 2009 — Minneapolis**

*Please complete one form for **each** meeting. Make additional copies as necessary.*

Division Name: \_\_\_\_\_

Name of Meeting: \_\_\_\_\_  
(as listed in the preliminary program; e.g., Technology Division Meeting or Planning and the Black Community Division Meeting, etc.)

Date/Day: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_

Food/Beverage:     Yes         No  
If yes, APA will put you in contact with the catering manager.

Yes, print event in preliminary program         Yes, print event in final program

Our division attendees are charged for this event:

Yes         No

Division will also host another event (s) at an off-site venue:

Yes         No

Your Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_