



Payment and Registration Information

Conference Registration Fees and Deadlines

There are no exceptions to the rates and deadlines listed below.

Full Huether Conference (Thursday – Saturday)

Full conference registration includes ALL conference sessions, continental breakfasts, refreshment breaks, the opening social, Friday’s boxed lunch and the Distinguished Lasallian Educator (DLE) Awards Banquet on Saturday, November 23, 2019.

- Early registration (on or before Friday, September 27, 2019): \$475.00
- Regular registration (Saturday, September 28 – Monday, October 28, 2019): \$525.00
- Late registration (Tuesday, October 29 – Friday, November 8, 2019): \$575.00
- On-site registration (after Friday, November 8, 2019, and on-site): \$625.00

Breakout Session Presenter

(\$100.00 off the prevailing rate at time of registration for up to two presenters per session):

- Early registration (on or before Friday, September 27, 2019): \$375.00
- Regular registration (Saturday, September 28 – Monday, October 28, 2019): \$425.00
- Late registration (Tuesday, October 29 – Friday, November 8, 2019): \$475.00
- On-site registration (after Friday, November 8, 2019, and on-site): \$525.00

Single-day Registration (One day only on Thursday, Friday or Saturday)

Single-day registration includes any single day of conference sessions and all scheduled meals on that day, excluding the DLE Awards Banquet on Saturday evening. A ticket for the banquet may be purchased separately.

Single-day Registration: \$275.00

Distinguished Lasallian Educator (DLE) Awards Banquet Ticket (no session admission)

Individual ticket for the DLE Awards Banquet, Saturday, November 23, 2019. The pre-banquet reception is included.

DLE Awards Banquet Ticket: \$120.00

Conference Registration Procedures

The following registration materials are available on the [Christian Brothers Conference website](#):

Registration Form	Conference Information for Participants
Draft Schedule	Payment and Registration Information
Conference Breakout Session Descriptions	Hotel Reservation Link

Forward the [Huether Conference registration link](#) to your faculty, staff or members of your community whom you would like to attend. Attendees will register and pay online. **Credit card payment is required at the time of registration.** When the registration and payment are submitted, the registrant will receive a payment confirmation. The registrant may print the confirmation and submit it to you as a receipt. Registrants will also receive an email confirmation. **Online registration closes at 12:00 p.m., Eastern Standard Time, Friday, November 8, 2019.**

Huether Conference Cancellation Policy

Christian Brothers Conference will grant refunds for registration cancellations received on or before Friday, November 8, 2019, less a \$25.00 administrative fee and a credit card processing fee. No refunds will be granted after Friday, November 8, 2019. Cancellation notices must be in writing and sent to Katie Christensen at kchristensen@cbconf.org or faxed to 202-529-0775. Refunds for incorrect or duplicate registrations will be granted, less a \$25.00 administrative fee and a credit card processing fee. All refunds will be in the form of a check mailed within three weeks of receipt of the written request.

On-Site Registration

The **Huether Conference registration desk** in the 4th Floor Atrium will be open during the following times:

Thursday, November 21, 2019:	1:00 – 6:00 p.m.
Friday, November 22, 2019:	7:00 a.m. – 5:00 p.m.
Saturday, November 23, 2019:	7:00 a.m. – 12:30 p.m.

Questions/Contacts

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