



# Holistic Defense & Leadership Conferences

Reckoning with Gideon @ 60

ACCD | BPDA | COD | NASAMS

June 13 - June 16 • Baltimore, MD



**REGISTRATION INSTRUCTIONS FOR GROUPS OF 5 OR MORE**

**COVID Policy - Masks will be strongly encouraged but not mandatory.**

**Each attendee must complete this [additional online COVID form](#) to complete their registration.**

Organization Name: \_\_\_\_\_

Primary Contact Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Primary Contact's Email: \_\_\_\_\_

### HOW TO SUBMIT YOUR LIST OF ATTENDEES

1. Five or more attendees are considered a group; four or fewer should register using the individual registration form or online system. Download the Group Registration Excel spreadsheet [here](#).
2. Complete the required information for each group member on the Excel spreadsheet, checking off which components of Holistic each person wishes to attend. Calculate the overall costs by using the bottom section of the sheet, where formulas have been added for your convenience.
3. Select your payment method and follow the submission instructions below.

### PAYMENT METHODS:

1. If you wish to pay online, submit this form and the Excel spreadsheet to [registration@nlada.org](mailto:registration@nlada.org). Once it is processed, you will be contacted with online payment instructions. Please note that paying this way means entering payment through the online system separately for each registrant. For larger groups, you may find a check or purchase order easier!
2. Pay by check or purchase order.
  - a. To pay by check, mail the check with a printed copy of this completed form to P.O. Box 79083, Baltimore, MD 21279-0083. **Do not print and email the spreadsheet. YOU MUST email the spreadsheet, along with a picture of your check and this completed form to [registration@nlada.org](mailto:registration@nlada.org).**
  - b. To pay by purchase order, complete the following:  
*Contact information of the person who will process the payment.*  
 Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Purchase Order #: \_\_\_\_\_

**YOU MUST email the spreadsheet, the purchase order, and this completed form to [registration@nlada.org](mailto:registration@nlada.org).**

**CANCELLATION POLICY:** Registration fees will be refunded, less a \$75 administrative fee, for cancellations received in writing no later than May 9, 2023. After May 9, registration fees are not refundable. However, the balance, less a \$75 administrative fee, may be applied as a credit to future NLADA events (must be used by the end of 2024). No credits will be issued for cancellations made less than 24 hours before the event. Conference attendees may be substituted at any time before the event by emailing requests to [registration@nlada.org](mailto:registration@nlada.org).