

ISPE 2009 Annual Meeting Committee Registration Form

Attach Hotel Reservation Request Form and submit both to ISPE. Photocopy to register additional people.

Please type or print clearly.

Check here if you were previously an ISPE Member. ISPE ID # _____

First Name _____ MI _____ Last Name _____

Informal Badge Name _____ Chapter/Affiliate _____

Job Title _____ Email Address _____

Company _____

Business Address _____ City _____

State/Province _____ Zip+4/Postcode _____ Country _____

Business Tel _____ Business Fax _____

PLEASE SELECT SEMINARS OF CHOICE	
CPIP™ Certification Program Introduction Workshops (Complimentary) <input type="checkbox"/> Mon 13.30-14.30 <input type="checkbox"/> Tues 08.30-09.30	<input type="checkbox"/> 306 - Validation Master Plan
CPIP™ Certification Program How-to Workshops (Complimentary) <input type="checkbox"/> Mon 15.00-16.00 <input type="checkbox"/> Tues 10.30-11.30 <input type="checkbox"/> Tues 14.00-15.00 <input type="checkbox"/> Weds 09.00-10.00	<input type="checkbox"/> 307 - Better Project Results - Collaboration and Outsourcing <input type="checkbox"/> 308 - Project Management: Project Design <input type="checkbox"/> 700 - Investigational Products (Part 2 of 4)
Sunday, 13.00-17.00	Tuesday, 14.15-17.15 <input type="checkbox"/> 401 - Technology Transfer <input type="checkbox"/> 402 - Disposables <input type="checkbox"/> 403 - Infrastructure Compliance <input type="checkbox"/> 404 - Anticounterfeiting <input type="checkbox"/> 405 - Improving Bioprocessing Operations <input type="checkbox"/> 406 - PQLI® <input type="checkbox"/> 407 - Changing Face Bio-Contract Manufacturing
<input type="checkbox"/> 101 - Facility of the Year <input type="checkbox"/> 102 - New Technologies OSD <input type="checkbox"/> 103 - Combination Products <input type="checkbox"/> 104 - Risk Assessment and Risk Management <input type="checkbox"/> 106 - Follow the Money <input type="checkbox"/> 108 - Project Management: Case Studies	<input type="checkbox"/> 408 - Project Management: Project Construction <input type="checkbox"/> 700 - Investigational Products (Part 3 of 4)
<input type="checkbox"/> Monday, 08.30-12.00 - Keynote Session	Wednesday, 08.15-11.15 <input type="checkbox"/> 503 - Part 11 Myths <input type="checkbox"/> 504 - NIH Design Manual Biomedical Facilities <input type="checkbox"/> 505 - Continuous Pharma Manufacturing <input type="checkbox"/> 506 - Sustainable Projects Existing Facilities <input type="checkbox"/> 508 - Project Management: C&Q <input type="checkbox"/> 700 - Investigational Products (Part 4 of 4)
Monday, 13.30-17.00 <input type="checkbox"/> 201 - Case Study: LEAN Quality Assurance <input type="checkbox"/> 202 - Cephalon Master Plan <input type="checkbox"/> 203 - Survival - Manufacturer's Perspective <input type="checkbox"/> 204 - Good Engineering Practice <input type="checkbox"/> 205 - Regulatory Town Hall Forum <input type="checkbox"/> 206 - PAT for PQLI® and QbD <input type="checkbox"/> 207 - Profitability Through Sustainable Design <input type="checkbox"/> 208 - Project Management: Project Conceptualization <input type="checkbox"/> 700 - Investigational Products (Part 1 of 4)	Wednesday, 12.45-15.45 <input type="checkbox"/> 602 - Critical Utilities <input type="checkbox"/> 603 - Life After GAMP®5 <input type="checkbox"/> 604 - Risk of Ignoring Warning Letters <input type="checkbox"/> 605 - Validating Per Annex 1 <input type="checkbox"/> 606 - 21st Century Approaches Manufacturing Costs <input type="checkbox"/> 608 - Project Management: Operations
Tuesday, 08.15-11.30 <input type="checkbox"/> 301 - Challenges to Drugs for Countermeasures <input type="checkbox"/> 302 - C&Q Forum <input type="checkbox"/> 303 - Supply Chain <input type="checkbox"/> 304 - Case Studies API Pilot Facilities <input type="checkbox"/> 305 - PQLI®	

ONLINE: www.ISPE.org/annualmeeting

FAX: +1-813-264-2816

MAIL: ISPE, 3109 W. Dr. Martin Luther King Jr. Blvd., Suite 250, Tampa, Florida, 33607 USA

**Early Bird
12 Oct.**

Emergency Phone: Cell Phone _____ or Home Phone _____

- COMMITTEE** - I am only attending Committee Meetings
 EDUCATION - I am attending Education as well as Committee Meetings
 (Please select appropriate education fees below)

I wish to keep my data confidential and it is given only for use by ISPE and its local Chapters and Affiliates.

I do not wish my information to be printed in the Membership Directory.

I'm a new ISPE Member.

I'm a first-time ISPE Annual Meeting attendee.

COMMITTEE MEETINGS

Register for Committee Meetings by indicating which meetings you plan to attend on page 2 of this form.

FULL EDUCATION FEES	On or Before 12 October	After 12 October	TOTAL US\$
No refunds after 19 October			
<input type="checkbox"/> Committee	\$ 750	\$ 750	\$

FULL EDUCATION MEAL FUNCTIONS

Full delegate registration includes all events listed below, plus the Sunday Welcome Reception, continental breakfasts, and breaks. Please check functions you plan to attend so that we can arrange for sufficient meals.

- I will not attend any meals, receptions, or parties
 Monday Lunch
 Tuesday Membership Lunch and Awards Ceremony
 Tuesday Party
 Wednesday Lunch
- I will attend the New Member/First-time ISPE Annual Meeting Attendee Orientation Breakfast on Monday.

Special Meal Requirement Kosher Vegetarian Gluten Free

SINGLE DAY FEES*	On or Before 12 October	After 12 October	TOTAL US\$
Sun. to Weds., check days you will attend.			
Half Day <input type="checkbox"/> Sunday	Member \$ 250 Nonmember \$ 290	Member \$ 300 Nonmember \$ 340	\$
One Day <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday	Member \$ 475 Nonmember \$ 560	Member \$ 575 Nonmember \$ 660	\$
1 1/2 Day <input type="checkbox"/> Sunday/Monday	Member \$ 725 Nonmember \$ 850	Member \$ 875 Nonmember \$ 1,000	\$

SINGLE DAY EDUCATION MEAL FUNCTIONS

Single day fees include continental breakfast, lunch, and breaks for the days registered. The Tuesday Night Party must be purchased a la carte. Please check functions you plan to attend so that we can arrange for sufficient meals.

- I will not attend any meals, receptions, or parties
 Monday Lunch
 Tuesday Membership Lunch and Awards Ceremony
 Wednesday Lunch
- I will attend the New Member/First-time ISPE AM Attendee Orientation Breakfast.

Special Meal Requirement Kosher Vegetarian Gluten Free

<input type="checkbox"/> Tues Party	\$200	\$
TOTAL US\$		\$

PAYMENT METHOD

Registrations only accepted with payment or credit card information. Please contact ISPE regarding wire transfers.

Substituting For _____
 If you are a nonmember substituting for a Member, the nonmember registration fee is required in advance.

Check # _____
 enclosed payable to ISPE (US Dollars only, drawn on a US bank) in the amount of \$ _____

Bill My Credit Card - Circle Type:

VISA MASTERCARD AMEX

CARD NUMBER

EXPIRATION DATE

NAME OF CARDHOLDER (AS IT APPEARS ON CARD)

CARDHOLDER SIGNATURE

**Cancellations must be made in writing.
 No registration refunds after
 19 October 2009.**

Please send Annual Meeting registration and hotel reservation forms with payment to: ISPE Headquarters
 3109 W. Dr. Martin Luther King Jr. Blvd., Suite 250
 Tampa, Florida 33607, USA
 Tel: + 1-813-960-2105, Fax: +1-813-264-2816
www.ISPE.org - FEIN #59-2009272



ISPE 2009 Annual Meeting Committee Registration Form

Please indicate below which Committee Meetings you plan to attend. Register for meetings only if you are a member of the Committee. If you will not be able to attend one of your Committee Meetings, contact the staff project manager directly.

Please Send This Form To ISPE

ONLINE: www.ISPE.org/annualmeeting

FAX: +1-813-264-2816

MAIL: ISPE, 3109 W. Dr. Martin Luther King Jr. Blvd., Suite 250, Tampa, Florida, 33607 USA

Saturday, 07 November	
<input type="checkbox"/> 08.00 - 17.00	PCC Appeals Committee
<input type="checkbox"/> 08.00 - 17.00	PCC Recertification Committee
<input type="checkbox"/> 08.00 - 17.00	PCC Eligibility Committee
<input type="checkbox"/> 08.00 - 17.00	PCC Exam Development Committee
<input type="checkbox"/> 08.30 - 10.30	Executive Council
<input type="checkbox"/> 09.00 - 17.00	Professional Certification Commission
<input type="checkbox"/> 10.30 - 12.30	Finance and Audit Committee
<input type="checkbox"/> 10.30 - 12.30	New Director Orientation
<input type="checkbox"/> 13.00 - 17.30	International Board of Directors
<input type="checkbox"/> 13.00 - 19.00	NA Education Committee
Sunday, 08 November	
<input type="checkbox"/> 08.00 - 11.00	NA Education Committee
<input type="checkbox"/> 08.00 - 17.00	Professional Certification Commission
<input type="checkbox"/> 08.30 - 12.30	Suppliers Advisory Council
<input type="checkbox"/> 08.30 - 12.30	Young Professionals Committee
<input type="checkbox"/> 08.30 - 12.30	TDC Facilities Subcommittee
<input type="checkbox"/> 08.30 - 12.30	TDC Process and Technology Subcommittee
<input type="checkbox"/> 08.30 - 12.30	Community of Practice Council
<input type="checkbox"/> 08.30 - 17.00	Membership Development Committee
<input type="checkbox"/> 08.30 - 21.00	International Leadership Forum
<input type="checkbox"/> 10.00 - 12.00	TDC Quality and Compliance Subcommittee
<input type="checkbox"/> 13.30 - 17.00	Investigational Products NA COP Steering Committee
<input type="checkbox"/> 12.30 - 15.00	Student Luncheon and Orientation
<input type="checkbox"/> 13.30 - 17.00	Technical Documents Executive Committee
<input type="checkbox"/> 13.30 - 17.00	PQLI Technical Content Committee
Monday, 09 November	
<input type="checkbox"/> 07.00 - 08.30	Asset Integration Task Team
<input type="checkbox"/> 08.00 - 12.00	RAC and Regulators Meeting – Invitation Only
<input type="checkbox"/> 08.00 - 12.00	Process Gases GPG Team
<input type="checkbox"/> 09.00 - 12.00	Affiliate/Chapter Managers Meeting
<input type="checkbox"/> 13.00 - 17.00	Technical Documents Quality and Compliance Document Review
<input type="checkbox"/> 13.30 - 17.00	Applied RM for C&Q GPG Team
<input type="checkbox"/> 13.30 - 17.00	Joint Affiliate Council

<input type="checkbox"/> 13.30 - 17.00	HVAC COP Steering Committee
<input type="checkbox"/> 13.30 - 17.00	Process/Product Development COP Steering Committee
<input type="checkbox"/> 13.30 - 17.00	Eng.Standards Benchmarking COP Steering Committee
<input type="checkbox"/> 13.30 - 17.00	Technology-Based Learning Committee
<input type="checkbox"/> 16.00 - 17.30	Asia Pacific Focus Group
<input type="checkbox"/> 17.30 - 19.00	PQLI Task Team

Tuesday, 10 November	
<input type="checkbox"/> 07.30 - 10.30	Sterile Products Processing Steering COP Committee
<input type="checkbox"/> 07.30 - 11.30	Sustainable Facilities COP Steering Committee
<input type="checkbox"/> 08.30 - 11.30	Packaging COP Steering Committee
<input type="checkbox"/> 08.30 - 11.30	Disposables COP Steering Committee
<input type="checkbox"/> 08.30 - 11.30	GAMP Americas COP Steering Committee
<input type="checkbox"/> 08.30 - 11.30	Asia Pacific Affiliate Council
<input type="checkbox"/> 08.30 - 11.30	Body of Knowledge Committee
<input type="checkbox"/> 08.30 - 11.30	API COP Steering Committee
<input type="checkbox"/> 08.30 - 11.30	Biotechnology COP Steering Committee
<input type="checkbox"/> 08.30 - 11.30	NA/SA Affiliate Council
<input type="checkbox"/> 08.30 - 17.00	Pharmaceutical Engineering Committee
<input type="checkbox"/> 08.30 - 17.00	Training Advisory Committee
<input type="checkbox"/> 14.00 - 17.00	Critical Utilities COP Steering Committee
<input type="checkbox"/> 14.00 - 17.00	Applied RM for C&Q GPG Team
<input type="checkbox"/> 14.00 - 17.00	GAMP COP Council
<input type="checkbox"/> 14.00 - 17.00	Affiliate/Chapter Workshops
<input type="checkbox"/> 14.00 - 17.00	Executive Council
<input type="checkbox"/> 14.00 - 17.30	Oral Solid Dosage COP Steering Committee

Wednesday, 11 November	
<input type="checkbox"/> 08.30 - 10.30	International Board of Directors
<input type="checkbox"/> 08.30 - 11.30	North American Education Steering Committee
<input type="checkbox"/> 08.30 - 11.30	Critical Utilities COP Users Group
<input type="checkbox"/> 08.30 - 11.30	C&Q COP Steering Committee
<input type="checkbox"/> 08.30 - 11.30	Process Analytical Tech COP Steering Committee
<input type="checkbox"/> 08.30 - 11.30	Facility of the Year Committee
<input type="checkbox"/> 08.30 - 12.00	PQLI Executive Committee
<input type="checkbox"/> 08.30 - 12.00	Containment COP Steering Committee

<input type="checkbox"/> 11.00 - 12.00	RAC Tech Docs Subcommittee
<input type="checkbox"/> 13.00 - 17.00	Investigational Products COP Council
<input type="checkbox"/> 13.00 - 17.00	PQLI Technical Content Committee

Committee Meal Functions

Committee registration includes continental breakfast, lunch, and breaks on meeting days. Additional lunches, Monday COP Night, and Tuesday Night Party must be purchased a la carte using forms available online in the ISPE 2009 Annual Meeting Networking Brochure. Click below to download a PDF of the brochure.

[ISPE 2009 Annual Meeting Networking Brochure.](#)



ISPE 2009 Annual Meeting Hotel Reservation Request Form

Hotel accommodations will book fast! Early registration is strongly recommended.

Please Send This Form To ISPE

ONLINE: www.ISPE.org/annualmeeting

FAX: +1-813-264-2816

MAIL: ISPE, 3109 W. Dr. Martin Luther King Jr. Blvd., Suite 250, Tampa, Florida, 33607 USA

Official Hotel Headquarters for ISPE 2009 Annual Meeting

Manchester Grand Hyatt

The Manchester Grand Hyatt offers ISPE meeting attendees a discounted hotel rate of US\$276.96 (including taxes). This rate is good until 5 October 2009 or until the room block is full, whichever comes first. In order to qualify for the discounted ISPE hotel rate, each delegate must be fully registered for the Annual Meeting as an education delegate, active committee member, speaker, or exhibitor.

How to Make a Hotel Reservation

1. Use a credit card and register completely online for the event at www.ISPE.org/annualmeeting. Once you have registered for the event online, you will receive a confirmation email. You may then make your hotel reservations through the link provided in the email.
2. Or, mail or fax your reservation request with credit card information to ISPE, or send a check or money order covering the first night's stay (\$276.96 US Dollars drawn on a US bank and payable to Manchester Grand Hyatt).

We encourage you to make your hotel reservation immediately upon receiving your confirmation email (an acknowledgement email will be sent to you when your reservation is received). Changes may be made by following the directions from your hotel acknowledgement email. If contacting ISPE with changes, please send them in writing. There is a processing period for all reservations from ISPE into the hotel system. Please do not contact the hotel regarding your reservation until after 12 October 2009. A confirmation email will be sent by the hotel after 12 October 2009.

A deposit of one night (US\$276.96) is required to hold your room reservation and is nonrefundable after 12 October 2009. Credit cards will be charged one night as of 12 October. Please complete the credit card information in full.

ISPE has only one contracted hotel for the ISPE 2009 Annual Meeting. We urge you to make all room reservations for the ISPE 2009 Annual Meeting at www.ISPE.org/annualmeeting, or by fax or mail to ISPE Headquarters directly. This will secure you the ISPE rate at the hotel as well as help ISPE to fulfill its contracted rooming commitment to the hotel.

This form will not be processed unless preceded or accompanied by an ISPE Annual Meeting Registration Form. Reservation requests need to be sent to ISPE directly, and not the hotel.

Official Meeting Dates: Sunday, 8 November to Wednesday, 11 November

Name (print) _____ ISPE ID # _____

Email Address _____ Company _____

Please reserve one (1) room for _____ people for Arrival on _____ Departure on _____

Room Type Preferred: Handicapped Non-Smoking Smoking King Bed Double Beds

Estimated Time of Arrival _____

Please notify us in writing if you have any special requirements.

Address _____

City _____ State/Province _____ Zip+4/Postcode _____ Country _____

Tel _____ Fax _____

Name(s) of person(s) sharing accommodations _____

Credit Card Type _____ Credit Card Number _____

Expiration Date _____

I authorize the Manchester Grand Hyatt to charge my account for one night's deposit plus applicable taxes as of 12 October.

Signature _____

Manchester Grand Hyatt will not accept any reservations sent directly to them. If you would like to pay by check, please contact ISPE Member Services to make arrangements, tel: +1-813-960-2105, or email ask@ispe.org.

Cancellation Policy for the Manchester Grand Hyatt

Guests cancelling their stay after 15.00, 24 hours prior to check in, will be charged their full stay.

Please note that if you do not arrive on the first day of your room reservation, the Manchester Grand Hyatt will charge you a no show fee equal to one night and may not have a hotel room available when you arrive. Please remember to contact the hotel if you are delayed.