



REGISTRATION INFORMATION

| <u>Registration Options & Descriptions</u> | <u>Early Bird Rate*</u> | <u>Full Rate</u> |
|--|-------------------------|------------------|
| <i>Individual Full Conference</i> <ul style="list-style-type: none">• All Conference Sessions Exhibition Floor Entrance• Delegate Lunches• Conference Proceedings | €730 | €905 |
| <i>One-Day Conference – Wed. or Thurs.</i> <ul style="list-style-type: none">• All Conference Sessions for one day Exhibition Floor Entrance• Delegate Lunch for corresponding day• <u>DOES NOT INCLUDE</u> Conference Proceedings | €460 | €460 |
| <i>One-Day Conference – Friday</i> <ul style="list-style-type: none">• All Conference Sessions for one day Exhibition Floor Entrance• <u>DOES NOT INCLUDE</u> Lunch or Conference Proceedings | €400 | €400 |
| <i>Exhibitor Full Conference</i> <i>(Must be an exhibiting company for RUSSIA POWER)</i> <ul style="list-style-type: none">• All Conference Sessions Exhibition Floor Entrance• Delegate Lunches• Conference Proceedings | €375 | €460 |
| <i>Exhibitor One-Day Conference</i> <i>(Must be an exhibiting company for RUSSIA POWER)</i> <ul style="list-style-type: none">• All Conference Sessions for one day• Exhibition Floor Entrance• Delegate Lunch on Wed. and Thurs.• <u>DOES NOT INCLUDE</u> Conference Proceedings | €250 | €250 |

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|--|---------------|---------------|
| Corporate Delegate Plan 5 | €3,310 | €4,020 |
| Corporate Delegate Plan 10 | €4,960 | €5,850 |
| <ul style="list-style-type: none"> • All Conference Sessions • Exhibition Floor Entrance • Delegate Lunches • Conference Proceedings | | |

Exhibition Floor Only **Free**
(Lunches, conference sessions and conference Proceedings are NOT included)

Ancillary Items

| | |
|---|-------------------------|
| Additional Delegate Lunch Tickets (Wed. or Thurs.) | €55 per day |
| Conference Proceedings | €180 |
| Technical Tour | To be determined |

Early Bird Cut-off Date: 26 February 2010

Registration and payment must be received by this date in order to receive the Early Bird pricing.

Cancellation Policy:

Cancellations must be received in writing before 26 February 2010 in order to receive a refund, minus a €100 administrative charge. After 26 February 2010, refunds on any RUSSIA POWER activities/ conference sessions are not available under any circumstances. Substitutions of personnel may be made at any time by contacting the registration office in writing.

3 Ways to Register:

Online: www.russia-power.org **(Online instructions below)**

Fax: Fax completed form to 888 299-8057 (U.S. only) or +1-918-831-9161

Mail: PennWell /RUSSIA POWER
 PO Box 973059
 Dallas, TX 75397-3059

ONLINE INSTRUCTIONS

Step 1: Logging into the Online Registration

1. Click on **online registration** - This will direct you to the login screen.
2. Login Screen-You will now be prompted to enter your email. **If you have never registered for a Pennwell event**, you must create a new six digit password to go with your email address. ***(The password can contain letters and numbers, but it must be at least six characters.)***

If you have been to a Pennwell event and you know your password, enter your password and then proceed to register. If you do not remember your password, click on “**Retrieve Password**” and you will receive an email in a few seconds containing your password to register. You will be able to proceed to the next step.

Step 2: Your account information and Email

1. **Contact Information**-If you have not previously registered for a PennWell event, this area will be blank. You will need to provide your contact details to establish a registration account. Otherwise, if your information is in the registration system, just verify that your contact details are current.
2. **Email**- Verify the email address on record is valid so that your registration email confirmation and receipt will be received.

Step 3: Complete the registration process.

- All registrations submitted online will be processed and credit cards charged immediately.
- Credit Cards accepted online
 - Visa
 - MasterCard
 - American Express
 - Discover

- Payment is due upon registration submission.
- Email confirmation of your registration will be sent immediately. Please review this information for accuracy and keep the email on file until after the event. This is your receipt of payment and onsite Fast Track confirmation.
- Your ***unique Email and Password*** will be used when registering for all future PennWell events.
- Anyone who qualifies for complimentary registration (Conference Speakers, Committee Members, etc) will not be able to use the Online Registration Form.

For questions, please contact the registration department at 888-299-8016 (U.S. only) or +1918-831-9160, 8:00 a.m. – 5:00 p.m. CST.

Onsite Registration**

Registration Dates & Hours:

| | |
|-----------------|---------------|
| Tues. 23 March: | 12:00 - 17:00 |
| Wed. 24 March: | 08:00 - 18:00 |
| Thur. 25 March: | 08.00 - 18:00 |
| Fri. 26 March: | 08:00 - 15:00 |

****Fast Track Registration:** Available onsite to all pre-registered attendees and exhibitors by:

1. Presenting a copy of registration confirmation; or
2. Providing Confirmation No. or Email Address

Attendee Badge Policy

All registered attendees will be issued an Attendee Badge and badge holder, as well as the appropriate event tickets and electronic business card. Please wear your badge at all times when attending official RUSSIA POWER functions. Badges are a security measure to identify people who have a legitimate reason to be in the conference and exhibit areas. If you are not wearing your badge, you may be asked to show proof of your registration and picture ID.