

2017 Attorney General's Public Law Conference
Attendee Frequently Asked Questions (FAQs)

We do expect this year's conference to reach maximum capacity. We look forward to seeing you there!

Can I register a group for the 2017 Conference?

Yes!

You may register any size group, and combine (Full Conference, Day 1, or Day 2) registration types. The Primary Registrant (first person to register) functions as the administrator for the Group. Group Registration Instructions are located on the [Conference Webpage](#).

Can my group receive a discount?

Agencies registering 15 or more **employees** qualify for a 5% group registration discount. The 5% discount applies only to those who are registering for the Full Conference registration. Single day registrations do not qualify for the discount and do not count toward the minimum 15 registrations.

The total fees for all registrants in the group will be charged to the first person in the group

If registering a large group of registrants at once, it is best practice to break up the registrations into smaller portions. This will help prevent timeout errors that may occur during the registration process.

The group discount will be lost if a Full Conference registration member cancels their registration and your group size for the Full Conference becomes less than 15. The same cancellation policy (see [Conference Terms and Conditions](#), [Fulfilment Policy](#), and [Refund/Cancellation Process](#)) applies to groups and individuals within group registrations. Your agency will be billed for the difference between the group discount and the registration rate. Individuals in the group can cancel, however we encourage group attendees to avoid this situation and possible fees by *substituting* another employee rather than doing a *cancellation*.

Please Note: The registration system may time out if you are sitting idle for more than 10 minutes.

Can I register if I am presenting at the Conference?

If you are registering as a presenter, select the "Presenter" option on the initial registration screen and you will be prompted for a discount code. Contact us at lawconference@doj.state.or.us if you have not received your presenter registration code or if you have any other questions.

What are the registration fees?

Registration Type	Early Bird (through July 24, 2017)	Standard (after July 24, 2017)
Full Conference (2 days)	\$220	\$280
Day 1 or Day 2 (1 Day)	\$125	\$180

2017 Attorney General's Public Law Conference

Attendee Frequently Asked Questions (FAQs)

Who can attend the Conference?

The Attorney General's Public Law Conference is open to **all Oregon State Agencies**. *(Sorry, we do not have room for local Government participation, the Conference is for DOJ client agencies only.)*

Can I register if I am a DOJ employee, and not a presenter?

Contact lawconference@doj.state.or.us regarding DOJ staff participation options.

Where can I park?

Parking can be a challenge at the conference, as the free onsite parking fills up quickly. While there are places to park (see [parking map](#)), we encourage you to carpool, walk, ride a bike or take public transit if possible.

When and how can I get ahold of the Conference Written Materials and copies of the presentation PowerPoints?

An electronic version of the conference written materials will be available to registered attendees to download the week before, during, and the week after the conference. This includes:

- The conference written materials formatted as one PDF document
- A supplement to the written materials
- The full conference schedule including workshop descriptions and speaker bios
- A PDF version of each PowerPoint presentation (when available)

A printed version of the Conference materials may be purchased through your registration 46 days prior to the conference for \$75.00, or ordered onsite at \$85.00 per copy.

Who do I contact if I have an ADA request?

The Salem Convention Center is accessible. If you need accommodations under the Americans with Disability Act (ADA), please contact Bob Koreski, Department of Justice ADA Coordinator, via email at Bob.J.Koreski@doj.state.or.us, or phone (503) 947-4348, no later than September 25, 2017, so that we can make the appropriate accommodations.

I did not get my confirmation email after registering. Where did it go?

Some email systems block emails coming from RegOnline because it is sent from a RegOnline server, but says that it is coming from your email address. When this happens, emails may appear in the spam/junk mail box, or may be blocked from an email system automatically.

If you suspect emails are being blocked, you will need to have RegOnline added to the email system's whitelist. This can be done by IP Address or Domain Name.

By IP Address:

52.22.10.189

52.70.196.131

52.71.20.6

52.71.64.190

By Domain Name:

*.regonline.com (if the mail server accepts wildcards)