

Helpful Registration Tips and Contacts

Important Registration Dates if Attending Unclassified Sessions <i>Only</i>:	
By 20 May	Obtain required JANNAF Portal account or confirm existing account is active
By 31 May	Complete online Registration Form (Portal account login required)
By 31 May	Pay Registration fee for lowest rate (no login needed)

Important Registration Dates if Attending <i>both</i> Classified <i>and</i> Unclassified Sessions:	
By 26 April	Obtain required JANNAF Portal account or confirm existing account is active
By 13 May	Submit all required documentation (Visit Authorization Request OR JANNAF Security Clearance Certification Form) per instructions on Registration page . <i>This is a firm deadline.</i>
By 31 May	Complete online Registration Form (Portal account login required)
By 31 May	Pay Registration fee for lowest rate (no login needed)

JANNAF Portal Account Requirement (*Registration pre-requisite*)

If you do not currently have a JANNAF Portal account, you are encouraged to apply for your JANNAF Portal account as soon as possible -- whether you have received attendance approval or not. The JANNAF Portal account is a registration pre-requisite; it is NOT meeting registration. Therefore, there is no reason to delay. Please review the information on the [Security/Attendance and Portal Account Requirement page](#) for further information, or contact a member of our security staff (contact information below).

Online Registration Form (*MANDATORY for ALL Attendees*)

This form must be completed by the attendee; login to your JANNAF Portal account is required. There is no financial commitment with this form so you can complete the form if you're fairly certain you'll be attending, even if your travel has not yet been approved. This form provides ERG with very important information to help us prepare for your participation and communicate expected attendance figures to vendors. Please complete this form as soon as possible. Click the link to "REGISTER for the JUNE meeting" provided on the [Registration page](#) and then log into your Portal account to access the form.

Registration Payment

Anyone can complete the registration payment on your behalf; no login is needed. If someone else will be paying your registration fee, please provide them with the link to the online [Registration Payment site](#). Payment must be completed no later than 31 May 2019 at 11:59 p.m. EDT to take advantage of the lowest registration fee. The fee will increase by \$150 as of 12:00 a.m. EDT on 1 June.

Registration Contacts

Portal Accounts, Attendance Eligibility, Requirements for Attending Classified Sessions:

Mary Gannaway - JANNAF Facility Security Officer - mtg@jhu.edu or (410) 992-7300 x211

Portal Accounts, Attendance Eligibility, Requirements for Attending Classified Sessions, General Registration:

Tricia Reider - JANNAF Assistant Facility Security Officer - treider@erg.jhu.edu or (410) 992-7300 x222

General Registration and/or Registration Payment:

Shelley Cohen - JANNAF Meeting Planner - scohen@erg.jhu.edu or (410) 992-7302 x215

General Registration:

Gabrielle Delisle - Assistant Meeting Planner - gdelisle@erg.jhu.edu or (410) 992-7300 x208