OLAC 2004 CONFERENCE REGISTRATION FORM

Form for U.S. and International attendees only. Canadian attendees, please send in the Canadian version of the form, available on the conference website at: http://mavweb.mnsu.edu/bothmr/OLAC/registration.html

Expanding Access:
Connecting the Global Community to a Multitude of Formats
October 1-3, 2004, Montréal, Québec, Canada
Crowne Plaza Montréal Centre Hotel

Your payment and the completed registration form must be mailed together to the following address (please affix the correct postage for mailing to Canada):
Sharon Rankin, Library Technical Services, Redpath Library Building, McGill University, 3459 McTavish Street, Montreal, Quebec, Canada, H3A 1Y1

Name: __________________________________________________________________
Organization: ________________________________________________________________
Mailing Address: __________________________________________________________________
City: __________________________ Province: __________________________
Postal Code: ____________  Work phone: ________________  Fax: _______________
E-mail (very important!): ________________________________________________________

☐ OLAC Member  ☐ Non-Member, but joining (membership fee included)
☐ Non-Member  ☐ This is my first OLAC conference (check if applicable)

Special dietary requirements: ___________________________________________________

Special physical needs: _________________________________________________________

Lunch selection: Lunch will be served for all attendees at the hotel Saturday at noon, followed by the OLAC Membership Meeting. The menu will comprise a salad, a main course, dessert, coffee or tea. Please select your choice of main course: ☐ Salmon  ☐ Pork  ☐ Pasta primavera

TOURS: If a tour interests you, please select the tour and time of your choice:

☐ Tour 1: Bibliothèque nationale du Québec (Cost: free)
           Thursday, September 30  3:45 to 5:00 p.m.  OR  4:45 to 6:00 p.m.

☐ Tour 2: NFB CinéRobothèque (Cost: Cdn $5)
           Thursday, September 30  2:30 to 5:00 p.m.
**WORSHOPS:** Please rank the workshops below from 1 to 8 (1 = your highest interest, 8 = your lowest interest). If you wish to include the two French-language workshops among your choices, rank the workshops from 1 to 10. Registrants will attend four workshops.

___ Music scores (R. Gagnon)  
___ Still/Moving Images (K. Kasirer)  
___ Genre/Form Terms (R. Maxwell)  
___ Videorecordings (J. Weitz)  
___ Ressources intégratrices (G. Fournier)  
___ Cartographic CD-ROMs (K. Jensen)  
___ Oral History Material (M. Maguire)  
___ Future of the GMD (C. Oliver)  
___ Electronic resources (L. Woodcock)  
___ Enregistrements sonores musicaux (D. Paradis)  

FULL CONFERENCE, October 1-2-3, 2004 (Check all boxes that apply)

- Includes registration, Friday evening reception and Saturday luncheon

- OLAC Member US $135  
- Non-Member US $160  
- Student US $56  

- Late fee US $15 (for registrations received after August 31, 2004)

- I wish to bring a guest to the Friday evening reception at the McCord Museum, and require a guest ticket: ___ guest tickets @ US $7.50 each = US $_________

OLAC Membership Dues (Personal memberships -- U.S. & Canada)

- 1 year (2004) US $12  
- 2 years US $22  
- 3 years US $30

OLAC Membership Dues (Personal memberships -- Other countries)

- 1 year (2004) US $20  
- 2 years US $38  
- 3 years US $54

TOTAL FEES: US $__________ (make cheque payable to OLAC 2004 Conference)

PRECONFERENCE: 2-Day SCCTP Integrating Resources Workshop, September 29-30, 2004

If you wish to register for the SCCTP Integrating Resources Workshop, please include a separate cheque (or a separate institutional purchase order) for **US $80**, payable to **OLAC 2004 Conference**. Attendance is limited to 25 attendees; if the event is fully booked by the time we receive your registration, we will return your cheque to you.

- SCCTP Workshop Fee: **US $80** (make cheque payable to OLAC 2004 Conference)
**Program Notes**

**Conference Workshop Selection:** Most workshops will be held twice. The final schedule of workshops will be prepared in September, based on session demand and available space. **You will be able to attend four workshops.** (Registrants who choose the Friday-only package will attend the two French-language workshops, the opening keynote address and the French-language round table.) We will assign registrants to as many of their top choices as possible, based on indicated preferences and the date of payment postmark. After registration closes on August 31st, we will prepare the individual workshop assignments and we will e-mail your personal list to you about two weeks before the conference. A copy of the list will be included in the registration package you will receive at the conference.

**Preconference: 2-Day SCCTP Integrating Resources Workshop (Wednesday & Thursday, September 29-30, 2004, 8:30 a.m.-5:00 p.m.)**

This two-day preconference SCCTP workshop is offered for a fee of US $80 (Cdn $110) to cover the cost of materials and trainers. If you wish to attend, check the SCCTP Workshop box of the registration form and include a separate cheque for this fee. Attendance is limited to 25 attendees, so please register without delay if this session interests you. Confirmation of enrollment will be sent by e-mail as soon as possible, so that you may plan your travel accordingly.

**Tour Descriptions:**

**Tour 1: Bibliothèque nationale du Québec (Cost: free)**

This is a tour of the new building being constructed for the Bibliothèque nationale du Québec, whose mandate is to collect, preserve and disseminate Quebec's published documentary heritage. Following its merger with the Grande bibliothèque du Québec, it will offer combined collections of four million volumes and will combine the services of a national library and a public library, accessible locally or from a distance. For more information, visit: http://www2.biblinat.gouv.qc.ca/en/qui_en/qui_present_en.htm and http://www2.biblinat.gouv.qc.ca/en/edifice_en/edif_photos_en.htm

There will be two tours, each able to accommodate a group of 20 people. Because space is limited, please register without delay if this tour interests you. Confirmation of enrollment will be sent by e-mail as soon as possible, along with instructions on where and when to meet, so that you may plan your travel accordingly. Tours last 50 minutes, beginning at 4:00 and 5:00, but attendees are asked to arrive 15 minutes beforehand. The BNQ's new building is located two blocks (1 Métro stop) from the conference hotel.

**Tour 2: NFB CinéRobothèque (Cost: Cdn S5)**

The CinéRobothèque is the National Film Board of Canada's computer-controlled film-on-demand viewing facility. At the touch of a button, users browse the NFB's database to select the film they wish to see. A robot then opens one of the 2,340 drawers arranged around it in a horseshoe, takes out a videodisc, turns it over if necessary, places it in one of 50 videodisc players and, once the screening is over, puts it carefully away. For more information, visit: http://www.nfb.ca/e/addresses/cinerobotheque.html

There will be one tour, able to accommodate a group of 50 people. Because space is limited, please register without delay if this tour interests you. Confirmation of enrollment will be sent by
e-mail as soon as possible, along with instructions on where and when to meet, so that you may plan your travel accordingly. The tour lasts two hours and begins at 3:00, but attendees are asked to meet in the conference hotel lobby at 2:30 or at the CinéRobothèque at 2:45. The conference tour leader will collect the Cdn $5 cash fee at the door. The CinéRobothèque is located three blocks (1 Métro stop) from the conference hotel.

Registration Payment Instructions

**Deadline:** The deadline for registration is **August 31, 2004.** Registrations received after this date are subject to availability and a US $15 (Cdn $20) late charge. Upon receipt of payment, a registration acknowledgement will be sent by e-mail address. A receipt for your registration will be in the packet you will receive at the meeting when you sign in.

**Refunds:** Requests to cancel a registration must be sent by e-mail to the Conference Treasurer, Sharon Rankin (sharon.rankin@mcgill.ca). For cancellation requests received before August 31, 2004, a full refund will be issued for the conference fee and (if applicable) the SCCTP fee, but not for OLAC membership fees sent with the registration form. For cancellation requests received between September 1 and September 15, 2004, only one-half of the conference fee and one-half (if applicable) of the SCCTP fee will be refunded. For cancellation requests received after September 15, 2004, and for registered participants who are unable to attend, refunds cannot be issued.

**Payment Method for U.S. and International Attendees** Please fill in the U.S. and International attendees version of the registration form, checking all the choices that apply. Your payment should be made by **cheque**, in **US dollars**, payable to **OLAC 2004 Conference**. Payment can also be made by institutional purchase order, though cheques are preferred. **UNFORTUNATELY, THE CONFERENCE CANNOT ACCEPT CREDIT CARDS OR MONEY ORDERS OF ANY KIND.**

**Payment Method for Canadian Attendees** Please fill in the Canadian attendees version of the registration form, checking all the choices that apply. Your registration and (if applicable) SCCTP payments should be made by **cheque**, in **Canadian dollars**, payable to **OLAC 2004 Conference**. Payment can also be made by institutional purchase order, though cheques are preferred. **UNFORTUNATELY, THE CONFERENCE CANNOT ACCEPT CREDIT CARDS OF ANY KIND.** Payment of OLAC membership dues should be made by including a **separate postal money order** (available at any Canada Post outlet) made out in **US dollars** and payable to **OLAC Inc.**

If you have any questions regarding the registration form, please e-mail the Conference Treasurer, Sharon Rankin (sharon.rankin@mcgill.ca).