

Event Registration

Policies and Procedures

All CREFC branded, sponsored or supported programs and events must undergo evaluation with CREFC Staff & Management and approval from the CREFC Programming Committee.

Any event or program that is branded with or as CREFC, CRE Finance Council, CREFC Women's Network, CREFC Young Professionals (YP), CREFC Education or one of the CREFC Forums must be cleared with CREFC Staff and Management.

Please categorize your event as one of the following:

- Industry Content / Substantive
- Professional Development
- Networking
- Social Outing
- Community Outreach
- Charity

Details such as registration support and registration fees are determined by the type of program or event proposed. Below are guidelines that apply to any CREFC branded program or event, any exceptions are made on a case-by-case basis:

- CREFC must support the registration process for any event that involves a registration fee.
- CREFC must support the registration process for any approved complimentary event with a capacity of 50+.
- CREFC must manage and support any charity event that involves raising funds.
- Registration materials, such as attendee badges, can be provided for any event, if requested in a timely manner. Specifications and lead time must be coordinated during the approval process.
- All events classified as industry content / substantive incur a registration fee, exceptions are made on a case-by-case basis.
- Registration fees are determined by the venue market, the following have been established:
 - NYC After-Work Seminars (Including events presented by Women's Network and Forums)
 - \$85.00 Members / \$170.00 Non-Members
 - Young Professionals: \$43.00 Members / \$85.00 Non-Members (All YP priced registrants must be [pre-approved](#), 30 years of age and under)
 - Outside of NYC After-Work Seminars (Including events presented by Women's Network and Forums)
 - \$50.00 Members / \$75.00 Non-Members
 - Young Professionals: \$25.00 Members / \$38.00 Non-Members (All YP priced registrants must be [pre-approved](#), 30 years of age and under)
 - Young Professional Events
 - \$25.00 Members / \$ 50.00 Non-Members
 - Please reach out if you have questions regarding registration fees for your event type.