




ATTENDEE INFORMATION

First Name Last Name Guest Name

District/Organization/Agency Title

Address City State Zip

Phone Email

 ADA Accommodations/Dietary Requirements

Emergency Contact Info (optional)

REGULAR REGISTRATION FEES	Pre-Registration (Ends July 12, 2019)	Onsite Registration
<input type="checkbox"/> Full Registration Please indicate tour preference (1, 2, 3): ___ Journey through Time – Puye Cliff Dwellings/Acequias ___ Explore the home of the Coelophysis (little dinosaur); Inspirational landscape for Georgia O’Keeffe artistry and more ___ Taos Historical/Cultural Tour ___ No Preference ___ Opt Out	\$375	\$475
<input type="checkbox"/> Spouse Full Registration Please indicate tour preference (1, 2, 3): ___ Journey through Time – Puye Cliff Dwellings/Acequias ___ Explore the home of the Coelophysis (little dinosaur); Inspirational landscape for Georgia O’Keeffe artistry and more ___ Taos Historical/Cultural Tour ___ No Preference ___ Opt Out	\$250	\$350

All tours are first come, first serve. Onsite tour availability is not guaranteed.

REGISTRATION TOTAL _____

PAYMENT INFORMATION

Disc MC Visa Check # _____

Name on Credit Card _____

CC# _____

Billing Zip _____ Exp. Date _____

Fax or mail completed forms to:
509 Capitol Court NE
Washington, DC 20002
Fax: 202-547-6450

DO NOT mail/fax registration forms after July 5

REGISTRATION POLICIES

Conference registration includes admission to all scheduled conference sessions and refreshment breaks (see www.nacdnet.org for full details). All events require an NACD badge for entry. Payment is required prior to processing registration.

Pre-Registration is defined as registration and payments received before or on July 12, 2019.

Regular/Onsite Registration begins July 13, 2019. **DO NOT** mail or fax registration forms after July 5, 2019.

Special Assistance Needs: If you have any needs addressed by the Americans with Disabilities Act (ADA) or dietary requirements, please contact Kimberly Uldricks at 202-547-6223 or by email at kimberly-uldricks@nacdn.net by July 12 so we can accommodate your request.

Registration Confirmation: Confirmation letter will be sent via email to the email address provided on the registration form. If you do not receive your confirmation, please contact Kimberly Uldricks at 202-547-6223 or kimberly-uldricks@nacdn.net. Your confirmation is your receipt for the meeting; please keep it for your records.

REGISTRATION CANCELLATION & SUBSTITUTION POLICIES

Cancellations, substitutions and requests for refunds must be submitted in writing to kimberly-uldricks@nacdn.net before July 12, 2019, in order to receive a refund. An administrative processing fee of \$100 will be deducted. Partial refunds of registration fees after July 12, 2019, will not be refunded, except in extenuating circumstances that are clearly beyond the

control of the registrants, such as airport or road closures for weather or extreme immediate family emergencies. In this case, a written request must be provided. All approved refunds will be processed six to eight weeks after the meeting. For questions concerning your refund, please contact Kimberly Uldricks at 202-547-6223 or by email at kimberly-uldricks@nacdn.net. Returned checks are subject to a \$50 administrative fee.

REGISTRATION HOURS OF OPERATION

Registration located at Palace Foyer

Friday, August 2	3:00 PM – 5:00 PM
Saturday, August 3	8:00 AM – 5:00 PM
Sunday, August 4	8:00 AM – 6:00 PM
Monday, August 5	8:00 AM – 5:00 PM
Tuesday, August 6	8:00 AM – 9:00 AM

HOTEL & GROUND TRANSPORTATION

Drury Plaza Hotel in Santa Fe

828 Paseo de Peralta
Santa Fe, NM 87501

Rates: \$209/night Standard Room

Reservations:

Web:

<http://www.druryhotels.com/Reservations.aspx?groupno=2342053>

Phone: 1-800-378-7946 toll-free

Group Number of: 2342053

The deadline to reserve rooms is **Friday, July 12, 2019.**