



2007 Annual Coalition Directors' Meeting

April 12-13 | Arlington, VA

REGISTRATION FORM

ATTENDEE INFORMATION

ATTENDEE INFORMATION:

First Name: _____ Last Name: _____
 Title: _____
 Organization or Coalition: _____
 Address: _____

 City: _____ State: _____ Zip Code: _____
 Phone: _____ Fax: _____
 Email: _____
 Name as you would like it to appear on your badge: _____

AFFILIATIONS:

Business Government Education Speaker
 Guest of _____
 Other (please explain) _____

ACCOMMODATIONS:

The 2007 Annual Coalition Directors' Meeting will be held at the Hilton Garden Inn - Arlington Courthouse Plaza, just blocks from the NASSMC offices and minutes from downtown DC. A limited number of rooms have been reserved at the hotel at the conference rate of \$188.00 per night plus tax. These rates are only available through March 21, 2007. For reservations made after March 21, regular room rates will be charged.

To reserve a room, call 703-528-4444 and identify yourself as a NASSMC conference attendee. Or register online at www.arlingtoncourthouse.gardeninn.com (instruction on the reverse of this registration form)

Special Accommodations (ADA, Smoking room, Dietary restrictions, etc.): _____

PAYMENT INFORMATION

CONFERENCE REGISTRATION FEE:

\$225: Early registration on or before March 21, 2007 – save \$25!
\$250: Regular registration starting March 22, 2007

COALITION DUES:

\$200: NASSMC Annual Membership dues for 2007 must be current in order to receive conference representative benefits

TOTAL AMOUNT DUE:

\$ _____: Amount enclosed/to be billed with this registration form

BILLING INFORMATION:

Credit Card
 Card type: VISA Master Card American Express
 Cardholder Name: _____
 Billing Address: _____

 City: _____ State: _____ Zip Code: _____
 Phone: _____ Email: _____
 Card Number: _____
 Expiration Date: Month: _____ Year: _____

Check
 Check Number: _____
 (make checks payable to NASSMC)

Purchase Order (PO)
 PO Number: _____

Please provide your Check or Purchase Order number so that we can process your payment when it arrives.

SIGNATURE: _____ DATE: _____

Please submit this registration form with payment to:
 ATTN: NASSMC/2006 ACDM | 1840 Wilson Blvd., Suite 200, Arlington, VA 22201-3000
 P: 703-516-5970 | F: 703-516-5979 | Email: registration@nassmc.org

REGISTRATION

Please complete the entire conference registration form and submit with payment to NASSMC. A completed registration entitles you to admission to the NASSMC 2007 Annual Coalition Directors' Meeting.

Final Registration Deadline: April 1, 2007

Fees and Payment

Register early and save on the conference registration fee!

Before March 21:	\$225.00
After March 21:	\$250.00

All conference participants, including the official coalition representative, must pay the conference registration fee.

\$200.00 NASSMC Coalition Membership dues for 2007 may also be paid at the time of registration.

Payments may be made by credit card, check or purchase order to NASSMC. For check and money order payments, please attach a memo identifying which coalition the payment is for.

Confirmation

You should receive a confirmation by fax or email 5-10 business days after your payment has been received. If not, please call 703-516-5970.

LODGING & TRAVEL

HOTEL

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1. On right side of screen select your **Check In and Check Out Dates**
2. Click **GO**
3. Select your **Room Type Preferences**
4. Under Special Accounts look for **Group/Convention Code** and enter: **NAS** (ALL CAPS)
5. Click **continue** to give your registration information
6. Click **continue** to confirm your reservation

REMINDER: This year, all conference attendees are responsible for booking and payment of their hotel accommodations.

TRAVEL

NASSMC Member Coalitions benefit! NASSMC will reimburse one (1) representative from each member coalition the cost of round-trip travel (up to \$300.00) to attend the meeting. These costs include airfare, ground transportation, and parking. To be eligible:

- 2007 Membership dues must be current, and
- a 2006 Member Coalition Annual report must be filed with NASSMC no later than April 12, 2007.

CANCELLATIONS AND SUBSTITUTIONS

Cancellations must be received in writing by fax or email by **APRIL 1, 2007** for a full refund. No refunds will be granted for cancellations made after that date. All refunds will be issued after April 1, 2007. Substitutions may be made at anytime. Persons not canceling by April 1, 2007 or sending a substitute to the conference will be responsible for full payment of the \$250 registration fee plus a \$250 cancellation fee.