

## Spring Conference Information & Registration (includes Early Bird Info) - April 11-14, 2016 - Tampa, FL

**Must Pre-Register**

**NO Registrations Accepted at the Door**

**Conference information includes Early Bird Discount**

**EARLY BIRD, full conference, registration fee (\* see below)** available if registration and payment, **by credit card or check only**, is received by the Association, **no later than February 12, 2016. (No exceptions)**

If three or more participants from the same entity wish to register and pay in full at the same time, please call for special registration rates.

**To RESERVE** your space, please **FAX** this completed registration form to: **(877) 480-7858, OR scanned PDF copy to NIEIEMAIL@aol.com**

Regular registrations **must be paid in full and received no later than March 24, 2016**, or space/materials will be not reserved.

For information, please call **888-679-7227** and leave message with your contact number and best time to contact you.

**Mail registrations and make payments to: National Association of ADA Coordinators, P.O. Box 958, Rancho Mirage, CA 92270**

### CONFERENCE AND HOTEL INFORMATION

The conference is being held at the **Hilton Tampa Airport Westshore, 2225 North Lois Ave., Tampa, FL 33607**. Complimentary shuttle provided from/to Tampa International Airport. Hotel self-parking and guestroom Internet are complimentary. **Participant is responsible for making own lodging reservation. Credit card guarantee is required.**

The Association has negotiated a special conference rate from three days before/after the conference at a per room rate of \$125.00 per night, plus taxes (single/double) if reserved by **3/20/2016**, provided room block has not been sold out. To make lodging reservations **call Hilton reservations at 800-445-8667, or the hotel at 813-877-6688**; and mention you are attending the National Association of ADA Coordinators conference. **Persons with disabilities:** Please make requests for any sleeping room accommodations at the time you reserve room.

In order to participate in the training, I have need of:

(The Association must know of accommodations required for training **no later than 3/11/2016**. If an assistant attends, the person must register, attend same conference workshop sessions as person requiring the accommodation, and pay \$325 per day to cover costs of food and materials.)

### CONFERENCE REGISTRATION

Rate includes hosted continental breakfast(s), breaks, & luncheon(s) for Mon thru Thurs.

**(Federal Tax Number is 33-0595554, nonprofit 501(c)(3) corporation)**

Conference Dates

ASSOCIATE - Daily Only Rates - NON-ASSOCIATE

Mon. 4/11/16

[ ] \$575

[ ] \$675

Tue. 4/12/16

[ ] \$575

[ ] \$675

Wed. 4/13/16

[ ] \$575

[ ] \$675

Thur. 4/14/16

[ ] \$575

[ ] \$675

### All Four Days of the Conference

**ASSOCIATE - Full Conference After 2/12/2016 [ ] \$1,995**

**\* ASSOCIATE - Early Bird by 2/12/2016 [ ] \$1,895**

**NON-ASSOCIATE - Full conference after 2/12/2016 [ ] \$2,595**

**\* NON-ASSOCIATE - Early Bird by 2/12/2016 [ ] \$2,395**

You must be either a current, up-to-date Associate to register at the Associate rate.

**ANY CANCELLATION** must be in writing to us no later than 04/2/2016 (*no exceptions*) and is subject to a processing fee of \$575. Remaining balance, after processing fee is deducted for any cancellation on or after 4/2/2016, can only be applied to the Association's Fall 2016 or Spring 2017 national conferences. **There are no refunds or credits for any no-shows on or after 4/6/2016.**

### JOIN or RENEW YOUR ASSOCIATE STATUS

The Association offers many benefits including reduced rates for workshops/conferences, a bi-monthly newsletter, an annual Associates' Directory for networking purposes, and a lapel pin. To join, complete contact information, check appropriate associate box below and include your fee. **If you join or renew and pay the first year dues at the time of registration, you can attend the conference at the Associate's rate.**

[ ] Individual Associate - \$195;

[ ] Organization Associate - \$345

See our web site ([www.askJAN.org/NAADAC](http://www.askJAN.org/NAADAC)) for updated information on the **Professional Associates (PA) Program: You must** include a completed copy of the PA application form found on the web site and include an additional one-time [ ] \$125 application fee per application, to become a participant in the Association's Professional Associate program.

### TOTAL AMOUNT and METHOD OF PAYMENT

[ ] Visa/MasterCard [ ] Amex [ ] Check

Cardholder: \_\_\_\_\_

Card number: \_\_\_\_\_

Expiration: \_\_\_\_\_ Total Amount: \$ \_\_\_\_\_

**(Credit cards processed for the Association by conference planner will show the words National Institute on Employment Issues - NIEI on your statement)**

A copy of a fully **approved** purchase order by your organization **must be** received with registration form(s) **no later than 3/24/2016, and be accepted and invoiced by the National Association of ADA Coordinators** or space will not reserved. Any P.O. must be paid within ten days after the conference or an additional charge of \$100 may be applied.

### PARTICIPANT/ASSOCIATE INFORMATION

Name: \_\_\_\_\_ Title: \_\_\_\_\_

**PLEASE ENTER: Conference track of greatest interest to you: \_\_\_\_\_ (If left blank, ACCESS Track entered)**

Organization: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone:(\_\_\_\_\_) \_\_\_\_\_ FAX:(\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

May we list your email in the conference participant list for networking purposes? Please circle: **Yes** **No**

Signature Required: \_\_\_\_\_ Date Approved: \_\_\_\_\_ (WEB0416)