

San Diego, CA

## 106th NPRA Annual Meeting: Registration Form

Manchester Grand Hyatt

San Diego, California

March 9 – 11, 2008

# ANNUAL MEETING



NPRA

## Registration Form: AM08

Register on-line at [www.npra.org](http://www.npra.org)  
Register by February 6th – Save \$100.

### Step 1: Attendee Profile

Please fill out completely. Badges will be printed from this information.

Name

Title

Company

Address

Address

City State Zip Country

Phone (Area/Country/City Code) Fax (Area/Country/City Code)

E-mail

If this is not a permanent address change, check here.

Spouse/Guest Name (if attending)

Check here if you require special services.  
Please attach a description of your needs.

### Step 2: Meeting Registration

	By Feb. 6	After Feb. 6
<input type="checkbox"/> Member	\$ 600 _____	\$ 700 _____
<input type="checkbox"/> Non-member	\$ 1,195 _____	\$ 1,295 _____
<input type="checkbox"/> Spouse / Guest	\$ 50 _____	\$ 50 _____

#### Sunday

Optional Tour:  
Sailing on the *America* \$ 125 \_\_\_\_\_ \$ 125 \_\_\_\_\_

#### Monday (select one breakfast and/or tour)

Crude & Refined  
Prod Breakfast \$ 35 \_\_\_\_\_ \$ 35 \_\_\_\_\_

Gov't Relations  
Breakfast \$ 35 \_\_\_\_\_ \$ 35 \_\_\_\_\_

Spouse Tour: Coronado \$ 70 \_\_\_\_\_ \$ 70 \_\_\_\_\_

Spouse Tour: Zoo \$ 130 \_\_\_\_\_ \$ 130 \_\_\_\_\_

#### Tuesday

CEO Breakfast \$ 35 \_\_\_\_\_ \$ 35 \_\_\_\_\_

Annual Luncheon \$ 50 \_\_\_\_\_ \$ 50 \_\_\_\_\_

Closing Event:  
USS Midway \$ 150 \_\_\_\_\_ \$ 150 \_\_\_\_\_

**Total Amount Due** \_\_\_\_\_

Name of Member Company  
Not sure if your company is a member? Go to [www.npra.org](http://www.npra.org)

### Step 3: Payment Information

Payments to NPRA are not deductible as charitable contributions for federal income tax purposes. However, they may be deductible under other provisions of the Internal Revenue Code.

Check Enclosed (US Dollars only)  
 Bank Transfer: Please request routing and account information from [AM@npra.org](mailto:AM@npra.org).  
 VISA  MasterCard  American Express

Credit Card Number

Exp. Date

Name of person on card (Please print)

Signature (Required, authorizing charge & acknowledging cancellation/refund, fee, registration, & spouse policies)

### Step 4: Hotel Reservation

Hotel reservation requests must be accompanied by paid conference registration to be processed. NPRA holds a block of rooms at the Manchester Grand Hyatt, One Market Place, San Diego, CA. The room rate is \$249 single/double occupancy.

Arrival Date

Departure Date

If no dates are indicated, we will assign arrival Sunday, March 9 and departure Wednesday, March 12.

Room Type:  One Bed  Two Beds  
Number of People in Room: \_\_\_\_\_  
Room Guarantee:  AMEX  VISA  
 MasterCard  Discover  Diners

Credit Card Number

Exp. Date

Signature

Special Requests:  Smoking  Non-smoking  
 Disability  Other

Fax suite requests to Kelly Monday at 202.835.0467.  
Register on-line to receive immediate acknowledgement of hotel. February 6 is the final cut-off date to reserve a room. Contact the hotel directly with changes or cancellations beginning February 11, 2008.

#### Register by Fax:

Fax your form with credit card information to 202.835.0467

#### Register by Mail:

Mail your check to  
NPRA, 1899 L Street, NW,  
Suite 1000  
Washington, DC 20036

## How to Register

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### 1. Conference Registration and Tickets

Log on to [www.npra.org](http://www.npra.org) and select "Meetings", "Future Conferences", "2008 NPRA Annual Meeting" then "Register Now" or complete the enclosed registration form. Registration includes admission to the Welcome Reception, General Session, and Breakout Sessions. Order tickets for special events. Refer to the registration form for conference and ticket fees.

*Note:* Ticketed functions are open to registered attendees only. Be sure to register by January 15, 2008 to have your name included in the AM attendee list in the Program Book. February 22 is the cutoff date to be listed in the registration supplement. Plus, you'll save \$100 if you register by February 6!

### 2. Hotel Reservations

Reserve your hotel on-line when you register at [www.npra.org](http://www.npra.org) and receive an immediate acknowledgement of your reservation. Or, fill in the appropriate space on the enclosed registration form. Hotel reservation requests will be processed in the order received by the NPRA. Get immediate acknowledgement on-line but allow 2 weeks if submitted to NPRA. The hotels require a deposit equal to one night room rental plus tax to guarantee your room. If no deposit information is provided within 30 days prior to arrival, your reservation will be cancelled. Cancellations must be made 48 hours prior to scheduled arrival in order to receive a refund of deposit. February 6, 2008, is the cut-off date for making hotel reservations, cancellations or substitutions through NPRA or on-line. Beginning February 11, reservations, substitutions, or cancellations must be made through the hotel directly.

### 3. Spouse Registration

For just \$50, your spouse can join you at the Welcome Reception as well as the included business sessions. Please note that there are separate fees for the spouse tours on Monday, March 10. A spouse must be registered to purchase a ticket to any of the special event functions.

### 4. Payment

Pay by credit card, check or wire transfer. If you register on-line but wish to pay by check or wire please be sure to include your system ID# and name with payment.

### 5. Travel

AVIS is the official rental car agency for the AM. Call 800.331.1600 and refer to AWD#:B761399 to receive discounted rates.

### 6. Suites and Meeting Rooms

Contact Kelly Monday at 202.457.0480 or email at [kmonday@npra.org](mailto:kmonday@npra.org).

### 7. Confirmation

Your registration will be confirmed via e-mail if you provided us your email address. Otherwise, your confirmation will be sent via U.S. mail.

**Cancellation Policy:** Registration substitution/cancellations may be faxed to 202.835.0467 or e-mailed to [AM@npra.org](mailto:AM@npra.org). Substitute conference registrations may be made in advance or on arrival with no penalty. Cancellations may be made by February 6, 2008 with no penalty. Written cancellations postmarked, faxed, or emailed between February 7 and February 22, 2008 will receive a refund of fees, less a \$50 processing fee. No refunds after February 22, 2008. No telephone cancellations.

**Ticket Refund Policy:** Refunds will be made on tickets purchased if request is received in writing by February 22, 2008. No Refunds after February 22.

Ticketed functions are open to *registered attendees* only. All individuals using tickets must be registered for the conference.

**Spouse / Guest Policy:** A guest is a spouse/significant other, friend or an adult child (18 years old or older) who is not in an industry-related occupation. A co-worker, an associate or spouse who works within the industry may not use the Spouse/Guest registration category.

**Fee Policy:** Eligibility for member rates is based on membership information currently on file with NPRA. If your company is not currently a member, the non-member fees will be charged to your credit card.

**Registration Policy:** Those who are present at the site of an NPRA meeting and/or occupy a hotel room in the NPRA room block to conduct business with industry personnel gathered for that meeting are expected to register for that meeting and pay the registration fee, whether or not they attend a specific function.

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