



Attendee Registration Form

March 11-14, 2012 | The Omni Shoreham Hotel | Washington, D.C.



2012 NAA Capitol Conference *Maximizing Our Advocacy ROI*

Questions? Please contact Diane Bombard, Manager, Meetings & Expositions
Call: 703/518-6141 ext. 130 or Email: diane@naahq.org

PLEASE TYPE OR PRINT. ILLEGIBLE FORMS WILL BE RETURNED.

Prefix _____ First Name _____ Last Name _____ NAA Member ID# _____

Title _____ Organization Name _____

Address _____

Address Continued/Suite/Apartment _____

City _____ State/Province _____ ZIP Code _____ Country _____

Telephone _____ Fax _____

Email _____

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PRIMARY BUSINESS

- (A) Apartment Owner (F) Real Estate Investment Trust
 (B) Apartment Management (G) Leasing Company
 (C) Apartment Developer (H) Architect/Engineering
 (D) Asset Management (I) Government Housing Agency
 (E) Association Staff (J) Supplier
 (K) Other _____

PRIMARY JOB TITLE/FUNCTION

- (A) Owner/President/Principal (D) Regional Supervisor/Mgr.(multi site)
 (B) Vice President/Mngmnt. Exec. (E) Maintenance Professional
 (C) Property Manager (F) Leasing Consultant/Director
 (G) Other _____

EVENT REGISTRATION

Registration for the 2012 NAA Capitol Conference is complimentary for all attendees. Registration includes all NAA committee meetings, legislative sessions, the Welcome Reception and the Capitol Steps performance. The Government Affairs Roundtable Luncheon is a ticketed event. Please purchase your ticket below.

		Quantity	Total
Sunday, March 11	Welcome Reception and Capitol Steps Performance	Complimentary <input checked="" type="checkbox"/> _____	= _____
Monday, March 12	NAAPAC Better Government Fund Event	\$200 <input checked="" type="checkbox"/> _____	= _____
Tuesday, March 13	Government Affairs Roundtable Luncheon	\$75 <input checked="" type="checkbox"/> _____	= _____
		<input type="radio"/> Vegetarian <input type="radio"/> Vegan <input type="radio"/> Other Dietary Restriction _____	
Total			_____

SURVEY QUESTIONS

Is this your first NAA Capitol Conference? Yes No
 Are you planning to attend NAA's Capitol Conference Lobby Day on March 14th? Yes No
 If Yes, Is this your first time participating in NAA's Capitol Conference Lobby Day? Yes No

SPECIAL NEEDS

NAA complies with the Americans with Disabilities Act. In order to accommodate any special needs, please include your request with your registration form. Do you have any special needs? Yes No
 If Yes, please specify: _____

LIABILITY WAIVER AND EMERGENCY CONTACT (REQUIRED)

PLEASE READ AND SIGN

I agree and acknowledge that I am undertaking participation in NAA events and activities as my own free and intentional act and I am fully aware that possible physical injury might occur to me as a result of my participation in these events. I give this acknowledgement freely and knowingly and that I am, as a result, able to participate in NAA events and I do hereby assume responsibility for my own well being.

Signature _____ Date _____

Emergency Contact Name _____ Cell Phone _____

NAA USE ONLY

Amount Paid \$ _____

Date Processed ____/____/____

PAYMENT SUMMARY

Forms received without payment will not be processed.

Full payment must accompany your registration form. If paying by credit card, your signature below authorizes NAA to charge your credit card the total payment and acknowledges there are no refunds after Feb. 13, 2012. NAA reserves the right to charge the correct amount.

TOTAL FEES: \$ _____

- Check enclosed, made payable to NAA.
 (Checks must be in U.S. Dollars drawn on a U.S. Bank)
- American Express MasterCard Visa Discover

Card Holder Name _____

Card Number _____ Expiration Date _____

Authorized Signature _____

HOW TO REGISTER

Complete the Registration Form and send with payment to:

ON-LINE: www.naahq.org/events/capconf

BY MAIL: National Apartment Association
4300 Wilson Blvd., Suite 400
Arlington, VA 22203
703/248-9440

BY FAX: 703/248-9440

All faxed registration forms **MUST** include credit card authorization. Incomplete forms and those without payment cannot be processed. To avoid duplicate charges, please send only one copy.

PHOTO DISCLAIMER By registering for the NAA Capitol Conference, you consent to being photographed/video recorded and to allow the use of these photographs/video recordings to be used in future NAA marketing materials.

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REGISTRATION AND HOUSING INFORMATION

REGISTRATION PAYMENT INFORMATION

Registration for the Capitol Conference is complimentary for all attendees. *The Government Affairs Roundtable Luncheon is a ticketed event at an additional charge.* Full payment, by check or credit card, must accompany your registration form. Registrants authorize NAA to charge their credit card the total payment and acknowledge there are no refunds after Feb. 13, 2012. Please do not send cash in the mail.

When registering online, be prepared with your NAA ID number and password. Individuals who do not have an ID Number can create one online.

REGISTRATION INCLUDES

- All NAA Committee Meetings
- All Legislative Sessions
- Welcome Reception and Capitol Steps Performance

BALANCE DUES

If there is a balance due, full payment is due and required onsite to participate in conference events. If the attendee is a "no show" and not a legitimate cancellation, full payment is required and will be invoiced until full payment is received.

SPECIAL NEEDS

NAA complies with the Americans with Disabilities Act. In order to accommodate any special needs, please include your request with your registration form.

MEETING CONFIRMATION AND MATERIALS

Confirmations will be sent to attendees via e-mail. All conference materials will be distributed onsite.

SUBSTITUTIONS

All substitutions and name changes must be received in writing by March 2, 2012, and are subject to a \$25 administrative fee. A letter from the original registrant must accompany the substitution request. After March 4, all changes must be processed onsite and are subject to the \$25 administrative fee.

CANCELLATIONS AND REFUNDS

All cancellations requesting a refund are subject to a \$25 administrative fee. Cancellations received by February 13 will receive a full refund minus the \$25 administrative fee. All cancellations must be in writing. No refunds after February 13, 2012.

HOTEL INFORMATION

The Omni Shoreham Hotel

2500 Calvert Street, NW

Washington, DC 20008

Group Rate: \$254 plus tax per night (single/double occupancy)

Hotel Cut-off: February 17, 2012

Reservations Call-in: 1-800-THE-OMNI *Please reference the NAA Capitol Conference to receive the group rate.*