

NAIC Fall National Meeting Registration Form

November 15 - 18, 2018 • San Francisco, CA

Office Use Only

Received: _____
 Check #: _____
 Amount: _____

On-line registration is now available. To pay by credit card, please visit <http://meetings.naic.org> and select Register Online. Please complete this form to pay by check.

REGISTRATION INFORMATION

Name: _____ **Badge First Name:** _____

Title: _____

Company: _____

Address: _____

City: _____ **State/Country:** _____ **Zip Code:** _____
(if applicable)

Phone: _____ **Fax:** _____
(Optional)

E-mail: _____
(e-mail must be included to receive password access to meeting minutes)

Alt Email: _____

Guest: _____ **City/State:** _____
(Name badge is required to attend Opening Session and Welcome Reception. Attach plain sheet for additional guests)

***Fee Required:** (Refer to fee schedule below.)

- Non-Regulator
 (Insurance, business, attorneys, trade associations etc.)
- First time attendee - local area only

ID and Password Only:

- Yes, I want to purchase ID/Password for access to meeting minutes only.

A current name badge is required for entry to meetings. There are no partial registration fees nor can a registration be shared.

Pursuant to the Americans with Disabilities Act, if you require specific aids or services, please contact the NAIC Meetings Dept. at meetingsmail@naic.org with specific item or service needed, at least two weeks prior to the meeting start date.

FEE SCHEDULE

Received by October 18	\$725
Received after October 18	\$825
ID and Password Only	\$725
<small>(Access meeting minutes without attending)</small>	
First Time Local	\$360
<small>(First time to a national meeting AND work within 100 miles of San Francisco, CA) No refund is applicable at this special rate.</small>	

Registration requests after October 18 will be handled on-site. Please have your credit card or check available for on-site registration. The NAIC accepts American Express, Discover, MasterCard and Visa.

CHECK PAYMENT ONLY

All payments must be in U.S. currency and drawn on a U.S. bank or additional fees will apply. Please make checks payable to **NAIC Meetings Department**. **Check registration should be mailed no later than October 10 to ensure access to the hotel reservation system. Please allow 2-3 business days for processing.**

NAIC Meetings Department
 PO Box 87-5410
 Kansas City, MO 64187-5410

Overnight address: UMB Bank
 Attn: Wholesale Lock Box 1st Floor
 Lockbox # 87-5410
 1008 Oak Street
 Kansas City, MO 64106

Phone, faxed or emailed registration forms are no longer accepted. For credit card payments, and those who do not pay a fee, register online at <http://meetings.naic.org>

- Full Axe
Former Commissioner, Superintendent or Director of Insurance
- Half-Axe
Former insurance dept. staff member

CANCELLATION POLICY

All meeting registration cancellations **MUST** be in writing to NAIC Meetings, Events & Travel Services. Fax to 816-460-7666 or email, meetingsmail@naic.org. Refunds are issued accordingly:

Cancellation request received by October 18	\$360
Cancellation request received after October 18	No refund

Registration fees are **NOT** transferable to future meetings, however substitutions are accepted. Cancellation refund checks will be processed after November 26, 2018.

HOUSING INFORMATION

Reserved room blocks expire October 18, 2018, however rooms may sell out prior to this deadline. Arrival/departure date changes should be made directly with the hotel which will be subject to a rate increase and availability after the initial reservation. **Room cancellations and changes should be made using your hotel reservation confirmation link. You will not be able change or cancel your room reservation with the hotel via phone.**

Room reservations can only be made **ONLINE** using a special NAIC reservations page. Call-in reservations will not be accepted. **Once registration has been completed, you will receive your conference confirmation via email which will contain a link to register at the hotel(s) listed below.**

Hilton San Francisco Union Square
 333 O'Farrell Street • San Francisco, CA 94102

Room Rate: \$310 (single/double)

All rooms are subject to 16.4% tax per room, per night or current tax rate. Five percent of your hotel room rate is being rebated to the NAIC to defray meeting expenses. Rooms cancelled within 48 hours (local time) of scheduled arrival will be charged one night's room and tax.

Zone/Grant Fund Use. Traveler is responsible for paying hotel expenses; the NAIC cannot direct bill the hotel. An expense report may be submitted after the meeting for reimbursement from your state zone/grant funds.

Commissioners/Approved Consumer Representatives. Register online using your email invitation. Please contact NAIC Meetings, Events & Travel Services at 816-783-8100 or via email at meetingsmail@naic.org for assistance if you did not receive an invitation.

Emergency Contact Information

Contact Name: _____ Relationship: _____
 Day Number: _____ Evening Number: _____

NAIC Meetings, Events & Travel Services
(816) 783-8100
www.naic.org