

SUBSTITUTION FORM

Please make special note of the important information regarding housing assignments on page 2 of this form. Please email completed form(s) to registration@nacds.org or fax to (703) 683-5678.

Person Completing the Form:

Name: _____ Date: _____

Phone: _____ Ext: _____ Fax: _____

E-mail: _____

Person No Longer Attending This Conference:

Has this person left the company? Y N

New Registrant Information:

Company: _____

Dr. Mr. Ms. Mrs. _____ First Time Attendee? Y N

Full Name: _____

Nickname (for Badge): _____

Title: _____

Phone: _____ Ext: _____ Fax: _____

E-mail: _____

Address1: _____

Address2: _____

City: _____ State/Province: _____

Zip/Mail Code: _____ Country: _____

Spouse/Companion Information:

Spouse/Companion Name: _____

Spouse/Companion Nickname (for badge): _____

Spouse/Companion Email: _____

SUBSTITUTION FORM (Cont'd)

WEBSITE INFORMATION:

Selected areas of the 2017 Annual Meeting web site will be accessible to conference registrants only.

Your login information will be activated once the substitution has been completed and your registration confirmation is sent. Your username is your email address. If you do not know your password, or have not set up a password, you can use the "Forgot Password" function to reset it.

If you have any questions regarding this, please contact the NACDS Registration Department at (703) 837-4300, ext. 2.

HOTEL INFORMATION:

The Annual Meeting deadline, **March 22, 2017**, has passed. Please contact your desired hotel directly to secure a room reservation or make changes to your existing reservation.

The Phoenician: katie.pedi@luxurycollection.com

JW Marriott Scottsdale Camelback Inn Resort & Spa: 480-948-1700

Omni Scottsdale Resort & Spa at Montelucia: 888-627-3010

W Scottsdale: 888-627-8347

All Annual Meeting hotels require a room deposit equaling the entire length of your stay, which will be charged to the credit card provided at the time of booking. No refunds will be available for changes or cancellations after the reservation has been made. If you have any questions regarding your housing assignment, please call the NACDS Housing department at (703) 837-4300, ext. 1.