



CANCELLATION FORM

Please make note of the refund policies for the registration and hotel fees listed below and email completed form(s) to registration@nacds.org or fax to (703) 683-5678.

Person Completing the Form:

Name: _____ Date: _____

Phone: _____ Ext: _____ Fax: _____

Email: _____

Person No Longer Attending This Conference:

Company: _____

Full Name: _____

Title: _____

Phone: _____ Ext: _____ Fax: _____

Email: _____

Reason for Cancellation: _____

Please note: All cancellations must be made in writing and are considered official on the date they are received at NACDS. No refunds will be made for cancellations received after Friday, March 8, 2019. If you have any questions regarding your meeting registration, please call the NACDS Registration Department at (703) 837-4300, ext. 2.

HOTEL INFORMATION

You are responsible for contacting the hotel directly to cancel your room reservation.

The Breakers: ines.bodman@thebreakers.com

The Colony: smendoza@thecolonypalmbeach.com

Four Seasons Resort Palm Beach: (561) 582-2800

Hilton West Palm Beach: pbiwp.reservations@hilton.com

The Hyatt Place West Palm Beach: jacqueline.renne@hyatt.com

Residence Inn: Lydia.Jackson@marriott.com

All Annual Meeting hotels require a room deposit equaling the entire length of your stay. Refunds will only be available for cancellations and date changes made prior to Monday, March 25, 2019. If you have any questions regarding your housing assignment, please call the NACDS Housing Department at (703) 837-4300, ext. 1.