

Georgia AHEAD/AMAC Collaborative Conference #65730
March 3-5, 2008

Three ways to register:

1. Fax: 706-542-6596 or 800-884-1419 – *Credit Card Only*
2. Phone: 706-542-2134 or 800-884-1381 – *Credit Card Only*
(Mon.-Fri. from 8:00 a.m. to 5:00 p.m. ET)
3. Mail: **Georgia AHEAD/AMAC Collaborative Conference #65730**
Georgia Center for Continuing Education Conference Center & Hotel
The University of Georgia
Athens, Georgia 30602-3603

_____ name – please print or type

_____/_____/_____ preferred name for name badge birth date (for transcript retrieval)

_____ business mailing address or check here if home address

_____ city state zip county, if Georgia

_____ home phone work phone fax

_____ e-mail address Please send me e-mail about Georgia Center programs.

_____ position organization/employer

Conference Registration

Your registration will not be processed until payment is received.

Participant\$150 _____

Total: \$ _____

Method of payment to process conference registration:

- Enclosed is a check payable to *The University of Georgia*.
- Enclosed is a purchase order payable to *The University of Georgia*
(Federal ID No. 58-6001998) and/or an authorization letter to bill employer/organization.
- MasterCard Visa American Express Discover
- Card No. _____ Expires ____/____
- Name on Card _____
- UGA Acct. No. _____ Dept. Name _____
- Billing Contact _____ Phone No. _____

***For additional information about the conference contact Joe Davis at 706-542-1299 or
davisj@uga.edu***

Hotel Reservation

Complete the following to request a room reservation at the Georgia Center Hotel. **If your lodging preference is unavailable, the best alternative will be confirmed.** Do not send checks for lodging until receipt of confirmation. *A reservation must be guaranteed by a credit card at the time of the reservation or by an advance deposit within 14 days of the reservation confirmation. The Georgia Center is a smoke-free building; all lodging rooms are nonsmoking.*

Choose Occupancy: Single Double

Choose Room Type:

Classic Queen Bed \$89 plus 7% sales tax

Classic King Bed \$89 plus 7% sales tax

Select Double Beds \$99 plus 7% sales tax

Select Queen Beds \$99 plus 7% sales tax

Arrival Day/Date _____ Departure Day/Date _____

Name of roommate for shared room _____

Method of payment to guarantee hotel reservation:

PLEASE DO NOT SEND CHECKS FOR LODGING UNTIL RECEIPT OF CONFIRMATION.

MasterCard Visa American Express Discover

Card No. _____ Expires ____/ ____

At check-in, you must present your credit card or complete a credit card authorization form (for a copy, call the Georgia Center at 800-884-1381, Mon.-Fri., 8:00 a.m. to 5:00 p.m. ET).

Georgia Center Information

The Georgia Center for Continuing Education Conference Center & Hotel, located on the beautiful, historic campus of the University of Georgia in Athens, Georgia, provides innovative lifelong learning opportunities that develop intellectual and human potential. A full-service living and learning environment, the Georgia Center includes a 200-room hotel, restaurants, banquet areas, conference rooms, auditoriums, a fitness center, and computer labs—all under one roof. As a unit of UGA's Office of the Vice President for Public Service and Outreach, the Center brings the University's teaching, research, and service expertise to the people of Georgia and beyond! For more information, visit www.georgiacenter.uga.edu.

Special Needs: If you require special services, facilities, or dietary considerations, contact your **event coordinator, Melanie Baer**, at **706-542-6638** or **melanie.baer@georgiacenter.uga.edu**, by **5:00 p.m. ET, Monday, February 25, 2008**.

Lodging (Georgia Center Hotel): A block of rooms is being held for your conference until **5:00 p.m. ET, February 11, 2008**. **Policies:** (1) *Tax Exemption* – The State of Georgia only allows tax-exempt charges for a payment by a state-issued credit card or check or by a direct bill to a state agency (with a Georgia State Tax Exemption Certificate). (2) *Lodging Cancellation* – Cancel your reservation by **4:00 p.m. ET the day prior** to your scheduled arrival to avoid being charged one night's room and tax. (3) At check-in, you must present your credit card or a completed credit card authorization form (for a copy, call 800-884-1381, Mon.-Fri., 8:00 a.m. to 5:00 p.m. ET). **Note: The Georgia Center is a smoke-free building; all lodging rooms are nonsmoking.**

Travel Information: Athens, Georgia, is located about 60 miles northeast of Atlanta. For directions, see www.georgiacenter.uga.edu. A parking deck is located adjacent to the Center (hourly rates, maximum \$8 each 24-hour period; vehicle height limit, 7 feet). Athens is served by two airports. Athens-Ben Epps Airport offers connecting flights to and from Charlotte, NC. Hartsfield-Jackson Atlanta International Airport is located about 90 minutes southwest of Athens, with scheduled ground shuttle service and rental car service available between the airport and the Georgia Center.

Program Cancellation Policies: (1) Full refunds are available for cancellations made by **5:00 p.m. ET, February 18, 2008**. No refunds will be issued thereafter; substitutions will be allowed. (2) If a program is cancelled for any reason, the Georgia Center will not be responsible for any charges related to travel.