

2010 NYSAA SEMINAR ON ASSESSMENT ADMINISTRATION REGISTRATION FORM

Each attendee wishing to register must use a separate form. Please enclose the completed registration form and return with a check or completed municipal voucher. All registration fees include materials and attendance.

Name: _____ First Name for Badge _____

Title: _____ Name of Spouse (if attending) _____

Municipality _____ Address _____

Registration Fee for attendees booked at Crowne Plaza NYSAA Member \$175 Non-Member \$225
 Registration Fee for attendees NOT booked at Crowne Plaza NYSAA Member \$225 Non-Member \$275

If you are commuting, rates for meals are as follows: Breakfast \$12.00; Lunch \$17.00; Dinner Sun. & Tues. \$49.00; Mon \$35.00
 Please indicate your dinner choices at the bottom of this page and return the entire page to the address below.

Return top portion with payment to: NYSAA, PO Box 888, Middletown, NY 10940
Fax (845) 343-8238 ~ Phone (845) 344-0292

HOTEL RESERVATION FORM – NYSAA SEMINAR ON ASSESSMENT ADMINISTRATION Sunday, September 26 to Wednesday, September 29, 2010 ~ Crowne Plaza

Please complete both parts of this hotel form, including the Sales Tax Exemption Certificate (on back). Reservations accepted by credit card with no charge until arrival. For additional information call the Crowne Plaza at: (518) 523-2556 ext 2 ~ Fax (518) 523-9410 (credit card required with fax).

Name: _____

Make hotel reservation checks
 Payable and mail to:
Crowne Plaza
1 Olympic Drive
Lake Placid, NY 12946

Municipality: _____

Address: _____

Arrival Date: _____ Departure Date: _____

Day Phone: _____ Fax: _____ Email: _____

Credit Card (type, number) _____ Exp. _____

All rates are based on a 3 night stay per person, per day and include meals and gratuity for that date. Meal package begins with dinner on arrival date and ends with lunch on your departure date. Please mark your choice of accommodations:

Check in: 4:00 p.m. ~ Check out: 11:00 a. m.	Single Official	Spouse	2 Officials in Room (each)
Standard Rooms	\$235 <input type="checkbox"/>	\$115 <input type="checkbox"/>	\$175 <input type="checkbox"/>

Room shared with: (PLEASE PUT NAME) _____

Accommodations desired (check one) Single (1 person) Double (2 persons, 2 beds)

Reservations must be received by the Crowne Plaza on or before Thursday August 26, 2010. Any reservations received after this date will be accepted based on availability. **NO** reservations will be accepted over the telephone.

ROOM CANCELLATIONS – All Cancellations must be made in writing and received by the Crowne Plaza 14 days prior to arrival for a full refund of your deposits. Credit will not be given for missed meals or late/early departures.

DINNER CHOICES

Sunday, September 26, 2010

Monday, September 27, 2010

Tuesday, September 28, 2010

English Cut Sirloin _____
 Chicken Tarragon _____
 Lemon Pepper Tilapia _____

Herb Encrusted Pork _____
 Citrus Chicken _____
 California Pasta _____

Prime Rib of Beef _____
 Chicken Florentine _____
 Salmon Beurre Blanc _____

Return top portion only to:

NYSAA
P. O. Box 888
Middletown, NY 10940
Phone (845) 344-0292
Fax (845) 343-8238
(cut here)

Reservation Information – Please be sure to bring a Tax Exempt form with you for presentation at check-in. You can download form ST-129 (Exemption Certificate) from the NYS Department of Taxation and Finance at www.tax.state.ny.us

TENTATIVE SCHEDULE

SUNDAY, SEPTEMBER 26, 2010

1:00 – 5:00 PM	Registration and Check-in
3:30 – 5:00 PM	County Presidents' and Communication Liaisons Meeting
5:00 PM – 6:00 PM	NYSAA Annual Membership Meeting
6:00 PM	Welcome Reception
7:00 PM	Annual Awards Banquet

MONDAY, SEPTEMBER 27, 2010

9:00 AM 12:00 Noon	General Session
1:00 – 5:30 PM	NYSAA Annual Golf Tournament / Free time
1:00 – 2:30 PM	Non-credit Panel questions & answers (very informal)

TUESDAY, SEPTEMBER 28, 2010

9:00 AM – 12:00 Noon	Concurrent Sessions	1:30 – 4:30 PM	Concurrent Sessions
9:00 AM – 4:30 PM	Full Day Sessions	6:30 PM	Presidents Reception
12:00 Noon	IAO Annual Meeting	7:30 PM	Annual Installation Banquet

WEDNESDAY, SEPTEMBER 29, 2010

9:00 AM – 12:00 Noon	Concurrent Sessions	12:00 Noon	Way/Costello FUND Raffle
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