Welcome and thank you for registering for the 2017 NASSGAP Annual Conference!  As requested, the conference registration payment received for Ms. Toya Barnes-Teamer has transferred to you.

Your registration includes:

**Non-Member - Early Bird Conference Registration**

Tuesday - President's Reception with Open Bar

Wednesday - Soup, Salad & Sandwich Lunch

Wednesday - Group Dinner w/Cash Bar

Thursday - Hot & Hearty Lunch

**Please Note:**
The Embassy Suites serves a complimentary, robust breakfast for all hotel guests. *A separate breakfast will not be scheduled; however, morning and afternoon snacks are provided.*

The conference will be held at The Embassy Suites by Hilton, Chevy Chase Pavilion, Washington DC from **6:00PM Tuesday, October 24** through **11:30AM Friday, October 27, 2017**.  **The block of rooms reserved for NASSGAP at The Embassy Suites by Hilton is NOW FULL.**  If you have not yet reserved your hotel accommodations, we encourage you to act quickly before the hotel sells out.

**To make a reservation, please use this** [**link**](https://secure3.hilton.com/en_US/es/reservation/book.htm?inputModule=HOTEL&ctyhocn=WASCHES&spec_plan=CESGAP&arrival=20171023&departure=20171027&cid=OM,WW,HILTONLINK,EN,DirectLink&fromld=HILTONLINKDIRECT) **or call (800) 362.2779 (reservations) or (202) 362.9300 (front desk).**

In the interim, the following contacts are available to assist your needs:

·      For questions regarding the conference or special dietary requests, please contact **Jennifer Lanphear** at lanphear@famemaine.com or **Diane Lindeman** at dlindeman@ksbor.org

·      For questions regarding your registration, please contact either **NiKeasha Nunn** at 919-248-4642 or nnunn@ncseaa.edu; or **Jennifer Lanphear** at 207-620-3548 or jlanphear@famemaine.com

·      For questions concerning payment, please contact **Mark French**at 860-947-1856 or mfrench@ctohe.org .

**Conference Cancellation Policy**:

Conference cancellation requests received on or before 11:59 PM (EST) October 17, 2017 will result in a full refund.  Registration cancellation requests received after the deadline will not be honored.

Thank you for registering, we look forward to joining you at the conference!