



# 2015 Winter Conference

Marriott Hotel/Statehouse Convention Center  
January 14-16, 2015

REGISTRATION

**Registration and payment must be received in League office by Monday, Dec. 29, 2014, to qualify for advance registration.**

Advance registration for municipal officials . . . . .	\$150
Registration fee after <b>Dec. 29, 2014</b> , and on-site registration for municipal officials. . . . .	\$175
Spouse/guest registration . . . . .	\$75
Child registration . . . . .	\$75
Other registrants. . . . .	\$200

- Registration will be processed **ONLY** with accompanying payment in full. Make checks payable to the Arkansas Municipal League.
- Registration includes meals, activities and a copy of **Handbook for Arkansas Municipal Officials, 2013-2014 edition**.
- No daily registration is available.
- Registration must come through the League office. No telephone registrations will be accepted.
- **No refunds after Dec. 29, 2014.**
- Cancellation letters must be postmarked by **Dec. 29, 2014**.
- **Mariott guests:** In order to avoid a cancellation penalty of one night's room and tax, reservations must be cancelled at least seven (7) days prior to arrival.

HOTEL RESERVATION

## Hotel Room Rates

<b>Marriott Hotel</b> (headquarters hotel) <i>formerly the Peabody Hotel</i>	
Single/Double . . . . .	\$129      Check-in . . . . . 3 p.m.
<b>Capital Hotel</b>	
Single/Double . . . . .	\$170      Check-in . . . . . 3 p.m.
<b>Doubletree Hotel</b>	
Single/Double . . . . .	\$136      Check-in . . . . . 3 p.m.
<b>Wyndham Hotel</b>	
Single/Double . . . . .	\$104      Check-in . . . . . 3 p.m.

- Cut-off date for hotel reservations is **Dec. 29, 2014**.
- Rooms in Little Rock are subject to an 13-15 percent tax, depending on hotel choice.
- Rooms will be held until 6 p.m. and then released unless guaranteed by credit card.
- Contact the hotel directly to make changes or cancellations in hotel accommodations.
- Hotel confirmation number will come directly from the hotel.
- Please check on cancellation policy for your hotel.

# Register online at [www.arml.org](http://www.arml.org) and pay by credit card or complete the steps below and mail with payment.

## Step 1: Attendee Information

I am a newly elected official.

Name: .....

Title: ..... City of: .....

Address: .....

Attendee only email (required) .....

cc email .....

City: ..... State: ..... Zip: ..... Telephone: .....

Guests will attend:  Yes  No Name: .....

Name: .....

## Step 2: Payment Information

• **WHAT IS YOUR TOTAL?** (see opposite page for fees)

<input type="checkbox"/> Advance Registration	<input type="checkbox"/> Regular Registration	<input type="checkbox"/> Spouse/Guest	<input type="checkbox"/> Child	<input type="checkbox"/> Other Registrants	Total
\$150	\$175	\$75	\$75	\$200	\$ _____

• **HOW ARE YOU PAYING?**

**Check**

Mail payment and form to:

**Arkansas Municipal League  
2015 Winter Conference  
P.O. Box 38  
North Little Rock, AR 72115**

**Credit Card** Complete information below and send to address above.

Credit Card:  Visa  MasterCard  Discover

Card Number: \_\_\_\_\_ — \_\_\_\_\_ — \_\_\_\_\_ — \_\_\_\_\_ Exp. Date: \_\_\_\_/20\_\_\_\_

Card Holder Name (as it appears on card): .....

Billing address (as it appears on statement): .....

City: ..... State: ..... Zip: ..... Telephone: .....

E-mail address (required for credit card payment) .....

## Step 3: Hotel Reservations and Hotel Payment

To obtain hotel reservations, registered delegates must directly contact participating hotels listed below. Please mention that you are with the Arkansas Municipal League to get the negotiated hotel rate.

**Marriott Hotel** Reservations \_\_\_\_\_ 877-759-6290

**Capital Hotel** Reservations \_\_\_\_\_ 877-637-0037 or 501-374-7474

**Doubletree Hotel** Reservations \_\_\_\_\_ 800-222-8733 or 501-372-4371

**Wyndham Hotel** Reservations \_\_\_\_\_ 866-657-4458 or 501-371-9000