



2017 Winter Conference

Marriott Hotel/Statehouse Convention Center, January 11-13, 2017

REGISTRATION

Registration and payment must be received in League office by Friday, December 30, 2016, to qualify for Pre-registration rates.

Pre-registration for municipal officials	\$150
Registration fee after December 30, 2016 , and on-site registration for municipal officials.	\$175
Pre-registration for guests	\$75
Registration fee after December 30, 2016 , and on-site registration for guests	\$100
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, 2015-2016**.
- No daily registration is available.
- Registration must come through the League office. No telephone registrations will be accepted.
- **No refunds after December 30, 2016.**
- Cancellation letters must be postmarked by **December 30, 2016**.

HOTEL RESERVATION

Hotel Room Rates

Marriott Hotel (headquarters hotel)

SOLD OUT Single/Double. ~~\$134~~ Check-in 3 p.m.

Capital Hotel

SOLD OUT Single/Double. ~~\$189~~ Check-in 3 p.m.

Doubletree Hotel

SOLD OUT Single/Double. ~~\$138~~ Check-in 3 p.m.

Wyndham Hotel

Single/Double. \$99 Check-in 3 p.m.

- Cut-off date for hotel reservations is **December 30, 2016**.
- Rooms in Little Rock are subject to an 13–15 percent tax.
- 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.

Two ways to register **2**

1

Register online at www.arml.org and pay by credit card.

OR

Complete the steps and **mail with payment** to:
ARKANSAS MUNICIPAL LEAGUE
Attn: 2017 Winter Conference
P.O. Box 38
North Little Rock, AR 72115-0038

Step 1: Attendee Information

☐ I am a newly elected official.

Name:

Title: City of:

Address:

City: State: Zip: Telephone:

Attendee only email (required) cc email

Guests will attend: ☐ Yes ☐ No Name:

(non-city official) Name:

Step 2: Payment Information

• **What is your total?** (see opposite page for fees)

<input type="checkbox"/> Pre-registration for Delegate \$150	<input type="checkbox"/> Pre-registration for Guest \$75	<input type="checkbox"/> Other Registrants \$200	Pre-registration Total \$ _____
<input type="checkbox"/> Regular Registration for Delegate \$175	<input type="checkbox"/> Regular Registration for Guest \$100	<input type="checkbox"/> Other Registrants \$200	Reg. Registration Total \$ _____

• **How are you paying?**

☐ **Check**

Mail payment and form to:
Arkansas Municipal League
2017 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

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

Special dietary needs:

- ☐ Gluten free
- ☐ Vegetarian
- ☐ Pescatarian
- ☐ Vegan