



# 2015 Fall Conference

Holiday Inn & Convention Center Northwest Arkansas, Springdale. December 2-4, 2015.

**Registration and payment must be received in League office by Monday, November 9, 2015, to qualify for Pre-registration rates.**

REGISTRATION

Pre-registration for municipal officials . . . . .	\$150
Registration fee after <b>November 9, 2015</b> , and on-site registration for municipal officials . . . . .	\$175
Pre-registration for guests . . . . .	\$75
Registration fee after <b>November 9, 2015</b> , 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 November 9, 2015.**
- Cancellation letters must be postmarked by **November 9, 2015.**

## Hotel Room Rates

HOTEL RESERVATION

<b>Holiday Inn</b> (headquarters hotel)		
Single/Double. . . . .	\$104	Check-in . . . . . 3 p.m.
<b>Hampton Inn</b>		
Single/Double. . . . .	\$104	Check-in . . . . . 3 p.m.
<b>Fairfield Inn &amp; Suites</b>		
Single/Double. . . . .	\$104	Check-in . . . . . 3 p.m.
<b>Comfort Suites</b>		
Single/Double. . . . .	\$104	Check-in . . . . . 3 p.m.
<b>Doubletree Club</b>		
Single/Double. . . . .	\$104	Check-in . . . . . 3 p.m.

- Cut-off date for hotel reservations is **November 9, 2015.**
- Rooms in Springdale are subject to an 13.75 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](http://www.arml.org)  
and pay by credit card.

**OR**

Complete the steps and **mail with payment** to:  
ARKANSAS MUNICIPAL LEAGUE  
Attn: 2015 Fall Conference  
P.O. Box 38  
North Little Rock, AR 72115-0038

## Step 1: Attendee Information

Name: .....

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

Address: .....

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

Attendee only email (required) ..... cc email .....

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

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  
2015 Fall 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: \_\_\_\_/\_\_\_\_/\_\_\_\_

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.

**Holiday Inn** ..... Reservations ..... 479-751-8300

**Hampton Inn** ..... Reservations ..... 479-756-3500

**Fairfield Inn & Suites** ..... Reservations ..... 479-419-5722

**Comfort Suites** ..... Reservations ..... 479-725-1777

**Doubletree Club** ..... Reservations ..... 479-751-7200

Special dietary needs:

- Gluten free
- Vegetarian
- Pescatarian
- Vegan