



NATIONAL ASSOCIATION
FOR ALTERNATIVE
CERTIFICATION

NAAC 2020 Annual Conference

April 14-17, 2020

Seattle, WA

Terms and Conditions

- **Early Bird Discounted Rates** apply through 11:59 pm EDT on March 17, 2020. After that date, regular fees apply.
- **Hotel Reservations:** When NAAC contracts with a conference hotel, the hotel sets goals for number of sleeping rooms used in return for meeting space. If NAAC does not *pick up enough sleeping rooms*, the association has to pay for *empty rooms* which will raise the registration fee the next year. Thank you for staying at the site hotel. Hotel information appears on the NAAC website Conference 2020 page. Special circumstances? Contact the [us](#).
- **We will not be able to refund the site hotel discount amount** if you do not enter the discount code in the correct place on the summary page *before* you enter payment information. If the price does not get reduced by \$100, **STOP**. Contact the office immediately so we can help!
- **Payment** is due at the time of registration or within 30 days of receipt of invoice but must be received **prior** to the conference start date.
- **Cancellations** must be requested in writing (*email is acceptable*) and received (*not postmarked*) in our office by 5:00 pm EDT on Thursday, March 17, 2020. A cancellation fee of \$100 will be assessed to cover our administrative costs. Written cancellations received March 18, 2020, or later will be assessed the cancellation fee plus the per person food service cost, a total of \$330 in food + \$100 administrative costs = \$430. “No Shows” are responsible for the full registration fee. We do regret that we cannot offer refunds for “no shows” but will welcome substitutions without penalty, with written request. Special circumstances are considered on a case by case basis by contacting the [NAAC Office](#).
- **Coronavirus** – There is no provision in our hotel contract that will allow us to cancel the conference for coronavirus or other communicable illness, such as the flu. Should a state of emergency be declared by state or federal officials we will do our best to accommodate all refunds in a timely manner.
- **Know Before You Go (Know B4U Go)** - A communication with last minute updates and information will be emailed to all registrants on or about March 30, 2020.

For more information or questions, please contact the NAAC Office by phone at (727) 940-2658 x 2006 or by email at info@alternativecertification.org.

Thank You! We look forward to
seeing you in Seattle!