

2015 Training School & Annual Meeting



February 15 - 18, 2015

Meeting Registration Form

**ATTENDEES MUST REGISTER WITH THE ASSOCIATION OF TOWNS
BEFORE MAKING HOTEL ACCOMMODATIONS.**

Registration fees: \$100 (members) / \$125 (non-members) per person prior to Jan. 26, 2015. Paper registrations postmarked between Jan. 26 and Feb. 6, 2015 will be processed at on-site registration rates: \$135 (members) / \$160 (non-members). Any registrations received in our office that are not postmarked by Feb. 6, 2015 will not be accepted, and you must register on site.

Avoid paying on-site rates and register before Jan. 26, 2015.

One registration form required per each meeting attendee.

1 - Please print or type: Name _____

Title _____ Municipality _____

County _____ Phone _____

E-mail address _____ Fax _____

Address _____

2 - Please book your own hotel reservation

- Call 1-800-HILTONS (445-8667) to book rooms at the Hilton. Reference Hilton code "**Tow**" **OR**
- Call 1-800-325-3535 to book rooms at the Sheraton. Reference "Association of Towns."

3 - Mail completed registration form with a check for the corresponding registration fee to:

Association of Towns
150 State St.
Albany, NY 12207

4 - Questions? Contact Executive Meeting Coordinator Patty Kebea at the Association of Towns at (518)465-7933.

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Hotel Room Rate Information

Please register online through our Web site: www.nytowns.org and follow the links. If you register via mail, use the form on the following page.

ATTENDEES MUST REGISTER WITH THE ASSOCIATION OF TOWNS BEFORE MAKING HOTEL ACCOMMODATIONS.

We have contracted with the hotels listed below for special Training School rates. In order to keep meeting costs to a minimum, the Association has entered into a contract with the Hilton Midtown and Sheraton NYTimes Square. If you choose to make your sleeping room reservations outside of the Association's group block, such as through an Internet reservation system or with a discount coupon, the Association can suffer significant financial penalties.

HOTEL	HILTON MIDTOWN	SHERATON NYTIMES SQUARE
ADDRESS	1335 Avenue of the Americas (6th Ave. & 53rd St.)	811 7th Avenue (7th Ave. at 52nd St.)
CUT-OFF DATE	Jan. 9, 2015	Jan. 23, 2015
SINGLE	\$265	\$235 (plus \$30 for each add'l person)
DOUBLE	\$285	\$235 (plus \$30 for each add'l person)
TRIPLE	\$305	
QUAD	\$325	
EXECUTIVE/CLUB*	\$285 Single \$325 Triple \$305 Double \$345 Quad Based on Availability*	\$285 Single \$285 Double (plus \$30 for each add'l person)
SUITES	Singles or Doubles are available Please call 1(800) HILTONS (445-8667) for rates.	1 Bedroom - Single/Double \$575 2 Bedroom - Single/Double \$750
*Check-in for the Executive Tower Rooms at the Hilton is in the Main Lobby of the Hotel **Check-in for the Club Tower Rooms at the Sheraton is at the main check-in desk on the lobby level		

NOTE: Rooms will be automatically released after the cut-off dates and additional reservations or changes will be subject to availability.

All reservations must be guaranteed by a major credit card. Room cancellations within 72 hours of reservation date and "no-shows" will result in a penalty of one night's room charge.

Hotels will accept only credit cards for the one-night deposit; they will not accept personal checks or vouchers for deposits. Vouchers can be used for check out. ** Please Note: FOR THE HILTON ONLY, a one-night deposit will be charged to your credit card immediately upon making your reservation.

Questions? Please contact Executive Meeting Coordinator Patty Kebea at the Association offices at 518-465-7933.