

2017 NECTA Convention - Special Hotel Only Form

NECTA 2017 - Focus on Customer Excellence

July 12-14, 2017 ∞ Gurney's Newport Resort & Marina, Newport, RI

Office Use Only

Date In _____

This Special Hotel Only Form is to be used only for:

- Exhibitors who are only manning the booth and not registering for the entire convention
- Production Staff who are only coming to work
- Other _____

**This form should only be used if you do NOT plan on registering for the full convention.
If you want to attend any of the sessions, functions or parties (cocktail hours, onsite activities), you must use the full convention registration/hotel form.
You can purchase a Clambake Dinner Reception/Meals Ticket separately below.**

Name _____ Badge Name _____
 Company _____ Title _____
 Address City _____ City/State _____ Zip _____
 Phone _____ Cell _____ Email (required) _____

Miscellaneous Fees

Category	Cost	Quantity	Subtotal
Clambake Dinner Reception & Meals Ticket (Includes the Clambake Dinner Reception on Wednesday evening, Breakfast and Lunch on Thursday, and Breakfast on Friday.)	\$200 member \$300 non-member		
Total Misc. Fee			\$

Special Hotel Only Info

- Fax this hotel only form to:
(781) 849-6267
- Email this hotel only form to: nectaoffice@necta.info
- Mail this hotel only form with payment to:
NECTA
Ten Forbes Road, #440W
Braintree, MA 02184

Payment *(Please make checks made payable to NECTA)*

- Check *(This form will serve as your invoice)* AMEX Visa MasterCard

Credit Card Number _____ Exp. _____ CRV-code _____ Cardholder Name _____
 Credit Card Billing Address _____ Signature _____

Hotel Registration *Credit card is required to reserve rooms. This is a separately charged item.*

Please note: Hotel rooms are limited and ALL room reservations for Gurney's Newport Resort & Marina and the Newport Marriott must be made through NECTA to receive the room block rate. Gurney's rooms will be assigned as follows: NECTA Board Members; State Legislators; Speakers; VIPs; Exhibitors; Sponsors. Hotel rooms are extremely limited, so please return your form as soon as possible.

Hotel Preference*: Gurney's Newport Resort & Marina _____ Newport Marriott _____
 Arrival Date: _____ Departure Date _____ Do you require 2 beds? _____

Questions?

Call us at
(781) 843-3418

Hotel Payment* AMEX Visa MasterCard

Credit Card Number _____ Exp. _____ CRV-code _____ Cardholder Name _____
 Credit Card Billing Address _____ Signature _____

*** Hotel Guarantee:** To process your hotel reservation, a credit card must be listed above in order to hold the room. The credit card will not be charged unless you do not produce another form of payment at time of check in. NECTA is not responsible for reservations that are cancelled when hotel guarantee requirements are not followed. Any changes regarding your hotel reservation, arrival/departure dates, etc. must be made directly through the NECTA office. NECTA will send our confirmation numbers 1-2 weeks prior to the convention. The hotels have a 5-day cancellation policy so if you must cancel after the 5-day period, you will be responsible for the charges. Registration Cancellation Policy: *There is no charge for cancellations received before 7/07/17. After that date, no refunds will be given. Please request all cancellations in writing.*