



# ANNUAL WINTER CONFERENCE

Franklin County December 4-6, 2019



## COMMISSIONER, ENGINEER, COUNTY STAFF AND VENDOR REGISTRATION FORM

COUNTY/COMPANY \_\_\_\_\_

ATTENDEE NAME	TITLE	PACKET LETTER	DOLLAR AMOUNT

BILLING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE (\_\_\_\_) \_\_\_\_\_ FAX (\_\_\_\_) \_\_\_\_\_ ATTENDEE E-MAIL \_\_\_\_\_

CHECK ENCLOSED FOR \$ \_\_\_\_\_ PLEASE INVOICE THE COUNTY FOR \$ \_\_\_\_\_  
(Make check payable to the CCAO/CEAO Conference Account.)

AUTHORIZING SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_

REGISTRATION OPTIONS	by Nov 13	after Nov 13
A. <b>FULL CONFERENCE</b> (Includes conference registration; Weds. opening reception; Thurs. breakfast, lunch, trade show ice cream social, reception, banquet & entertainment; & Fri. breakfast)*	\$ 350	\$ 400
B. <b>THURSDAY ONLY</b> (Includes conference registration; Thurs. breakfast, lunch, trade show ice cream social, reception, banquet & entertainment)*	\$ 275	\$ 325
C. <b>FRIDAY ONLY</b> (Includes conference registration and Fri. breakfast)	\$ 125	\$ 175

NOTE: \*No portion of the registration fee will be used to purchase alcoholic beverages.

DIETARY RESTRICTIONS (Circle option)      GLUTEN FREE      VEGAN      VEGETARIAN

**REGISTRATION POLICY** – [Online registration](#) is encouraged. Credit card payments are accepted online. Registrations received by November 13 qualify for the discount rate. Registrations received after November 13, which include payment at the discount rate, will be billed for the difference. **Online and faxed registration deadline: 5:00 PM on Monday, November 25**

You may register at the door *provided* space is available. Registrations will not be taken over the phone. For registration information please contact [Brandy Allen](#), CCAO Accountant, at (614) 220-0640, (888) 757-1904 ext. 310, fax (614) 221-6986 or [onlinereg@ccao.org](mailto:onlinereg@ccao.org). Make checks payable to the CCAO/CEAO Conference Account. RETURN REGISTRATION FORMS AND PAYMENTS TO CCAO, 209 EAST STATE STREET, COLUMBUS, OH 43215-4309, FAX (614) 221-6986.

**CANCELLATION POLICY** - Refund of conference registration, less an administrative fee of \$35, will be made if a cancellation is necessary. Written cancellation notice must be postmarked no later than Monday, November 25.

### HOTEL RESERVATIONS

Hyatt Regency Columbus, 350 North High Street, Columbus, OH 43215, 888/421-1442 or [Hyatt online](#). All conference events and hospitality suites will be held at the Hyatt. Room rate: \$139 single/double/triple/quad. Hyatt reservation cut-off date: November 13.