**Winter Quarterly Business Meeting Registration Form**

### February 25, 2020. Salem Convention Center

The O4AD Winter Quarterly Business Meeting will be held on Tuesday, February 25, 2020. We will start with the Plenary on Tuesday morning at **9:30 am** and move to small group meetings in the afternoon. **There is no day 2 of this meeting**

\*\*Registration Deadline: February 7, 2020

***Please fill out one registration form for each individual attending.***

|  |  |
| --- | --- |
| Name: | Email: |
| \*Disability Attendant Name: |
| Agency: |
| Agency Address: |
| Special Needs (i.e. Braille, raised tables, audio tapes, interpreter): |
| Dietary restrictions: \_ vegetarian \_ vegan \_ gluten free \_ food allergy (please list) |

\_\_ I am registering for February 25 ($70) – (Continental breakfast, lunch, and afternoon snacks included with all registrations). If you will have an attendant with you, please check the appropriate box below.

|  |  |  |
| --- | --- | --- |
| \*Disability attendant:  | 1 day ($35) \_\_\_\_ |  |
| $10 late registration \_\_\_*\*Registrations received after* ***February 7*** | Total amount enclosed: |

Please indicate which groups you will be meeting with:

|  |  |  |
| --- | --- | --- |
| AAA Directors \_\_\_ | Nutrition \_\_\_ | Program Managers \_\_\_ |
| Contract/Fiscal Mgrs \_\_\_ | SAC/DSAC \_\_\_ |

*Cancellation & Refund Policy:* **Cancellations made prior to 7 days from the start of the meeting are refundable**. Cancellations made **7 days** and less from the beginning of the meeting are refundable less the site costs per person. “No Shows” are not refundable. Extraordinary circumstances will be considered on a case-by-case basis.

**Email or Fax registration form to: 503-463-8715 or** **info@o4ad.org**

Mail **payment** and registration forms to: ***Action* *for Services for Oregon’s Older Adults and People with Disabilities.***

**PO Box 2777. Salem, OR 97308**

For Office Use:

Registration filed: \_\_\_

Payment Rec’d: \_\_\_\_

### Questions? Please call us at 503-463-8692

***Please keep this page for your reference.***

### The Salem Convention Center is pleased to host the O4AD Quarterly Business Meeting!

**Salem Convention Center**

200 Commercial Street SE. Salem, OR 97301

<http://salemconventioncenter.org>

**Our host hotel is the Phoenix Grand Hotel – located adjacent to the Convention Center.** Please call 877-540-7800 to make your reservation and ask for our group rate. <http://www.grandhotelsalem.com>

***Tentative Schedule – subject to change***

*Thursday, November 14*

8:30 am Continental Breakfast Available

 Registration Open

9:30 am Plenary Session/Meeting begins

12 pm Lunch

1:00 pm Small Group Sessions then adjourn

**Oregon Association of Area Agencies on Aging & Disabilities (O4AD)**

PO Box 2777. Salem, OR 97308

**Phone:** 503-463-8692 **Fax:** 503-463-8715

**Email**: info@o4ad.org [www.o4ad.org](http://www.o4ad.org)