



*The Hyatt Regency Cincinnati, the headquarters hotel for the 2000 ICFA Convention.*

## Hotel Reservations

◆ The cut-off date for making hotel reservations is **February 28, 2000**. Please be sure to reserve rooms early! Reservations will be accepted on a space-available basis after that date.

◆ The Hyatt Regency Cincinnati is the headquarters hotel for the 2000 ICFA Convention and Exposition. The hotel is directly across from the Cincinnati Convention Center. The other hotel for the convention, the

Omni Netherland Plaza, is a block away from the convention center. Both hotels are connected to the center by the city's skywalk system. To reserve your hotel room, complete the Hotel Reservation Form on page 19 and return it to the hotel of your choice.

◆ Please note: Any reservation canceled within seven days prior to arrival (for no-shows) will forfeit the two nights' deposit.

## Appropriate Dress

- ◆ During the daytime educational programming, business attire is the norm.
- ◆ At evening receptions, men will wear business attire and women will prefer cocktail dresses or dressier daytime attire.
- ◆ Simple business attire will be appropriate for other evening events.

## Airport

- ◆ Cincinnati/Northern Kentucky International Airport is located 12 miles (15 minutes) from downtown Cincinnati across the Ohio River in Northern Kentucky (off Interstate 275).
- ◆ Call (606) 767-3144 or visit the airport's Web site at [www.cvg-airport.com](http://www.cvg-airport.com) for more information.
- ◆ Daily shuttle service to downtown hotels is provided by JetPort Express for \$12 one way, \$16 round trip.

**Questions? Call the ICFA Meetings Department at 1-800-645-7700**

## Travel

◆ The International Cemetery and Funeral Association has selected Delta Air Lines Inc. as the official air carrier for the convention. National Car Rental is the official car rental company and Carlson Wagonlit Travel is the official travel agency.

◆ Delta has agreed to offer special discounted rates for attendees of the 2000 ICFA Convention and

Exposition which allow five percent off published round-trip fares (certain restrictions apply).

◆ National will offer special rates as well. Be sure to give your contract ID number; if your travel agent books your car, be sure he or she provides the contract number so that the special rates will be used.

◆ To obtain discounted fares for travel and car rentals, call **Carlson Wagonlit Travel at 1-800-338-0728**. Discounts may also be obtained by calling the companies directly.

**Delta: 1-800-241-6760**

**7:30 am-11 pm EST Mon. - Fri.;**  
**8:30 am-11 pm EST Sat. & Sun.**  
refer to file #156526A

**National Car Rental:**  
**1-800-227-7368**

refer to contract ID #6800296

Standard rental conditions and qualifications apply, including minimum rental age. Check with your National representative for further details.

# Registration

## Policies

- ◆ ICFA attendees registering by February 28, 2000, will receive the Early Registration discount.
- ◆ Only registered individuals with badges and/or tickets may attend Convention events.
- ◆ Spouses/guests of registrants need not be registered to share hotel accommodations, but they must register if they wish to participate in the Convention or Spouse/Guest programs.

## How to register

- ◆ Use the Conference Registration Form on page 22 (the back of this page) to register by mail or fax ahead of time. The ICFA must receive your registration form and payment by February 28, 2000, for you to receive the discount.
- ◆ Register on site (no early registration discount available), at the ICFA Registration Desk at the Cincinnati Convention Center.

## Cancellations

- ◆ Registrants canceling prior to February 28, 2000, will receive full refunds. All cancellations must be in writing and will be subject to a \$50 processing fee. Registrations canceled after February 28 will not be refunded.
- ◆ For optional (separate ticket) events, refunds will be offered if a cancellation request is received in writing at ICFA Headquarters prior to February 28, 2000, less a \$5 processing fee per event. No refunds will be offered after this date.

**Questions?  
Call the ICFA  
Meetings Department  
at 1-800-645-7700**

## Options

### Full Attendee Registration

- ◆ Includes daily admission to all Exposition Hall functions and all Convention educational sessions, as well as the Closing Reception and Banquet.

- ◆ **First-time** attendees also receive a complimentary ticket to the First Timers' Breakfast. *Prayer Breakfast, ICFA University Reception and Legal and Legislative Luncheon require separate tickets.*

### Friday Education Special Registration

- ◆ Includes four-hour morning session in the Exposition Hall for one hour of Continuing Education credit.
- ◆ Includes five hours of Continuing

- Education credit in the afternoon.
- ◆ Lunch is provided; free food and beverages available all morning in the Exposition Hall.

### One-Day Registration (Thursday or Saturday)

- ◆ Includes admission to all Exposition Hall functions and all Convention educational sessions on that day.
- ◆ Saturday's One-Day Registration

- includes a ticket to the Closing Reception and Banquet. *Prayer Breakfast, ICFA University Reception and Legal and Legislative Luncheon require separate tickets.*

### Exposition Hall Session Passes

Why would you want just a pass for the Exposition Hall?

... You've never attended an ICFA Convention and Exposition and want to get a taste of the excitement before committing to the full registration fee.

... You don't have time to attend the educational program but want to check out the trade show.

... You have a guest who would like to visit the exhibition only.

Now you can take advantage of this new ICFA registration opportunity:

- ◆ **Exposition Hall Pass: \$25.** This entitles you to attend one session (for example, *Lunch With the Exhibitors*); to attend another Expo session, simply purchase another \$25 ticket. Passes available on site at the ICFA Registration Desk.

- ◆ **Four-Event Pass: \$100.** Attend four Exposition Hall functions (includes food and beverages).

### Spouse/Guest Registration

- ◆ Includes daily admission to all Exposition Hall functions and all Convention educational sessions, as well as the Spouse Program and the

- Closing Reception and Banquet. *This registration option is offered only to individuals not employed in the cemetery/funeral industry.*

### Extras: Ticketed events

- ◆ The 2000 ICFA Convention offers additional educational and networking opportunities not included with the regular registration fee. The **ICFA University and Women's Forum Reception** (Wednesday evening), **Prayer Breakfast** (Friday morning) and **Legal & Legislative Luncheon** (Saturday afternoon) can make your week in Cincinnati even more worthwhile and informative.

- ◆ You may also purchase additional tickets for Saturday's

- Closing Reception and Banquet, the ICFA Speakeasy** (one ticket for the event is included with each Full or Spouse Registration).

- ◆ Tickets for these Convention activities may be purchased on the Registration Form.

- ◆ Tickets for special events also will be sold at the ICFA Registration Desk at the Cincinnati Convention Center. Tickets may be purchased up to 24 hours prior to the scheduled time of the event.