

SPRING SEMINAR 2011

"Facing the Future Together"

This year's conference will be held Wednesday, April 20, 2011, at The Hilton Garden Inn, downtown Cleveland. Further information will be provided closer to the conference.

Onsite Registration & Check-In

Registration will be located at the Hilton Garden Inn the morning of the conference. Please stop by the Registration Desk to receive your name badge and other conference materials. Registration will open at 7:30 a.m. the day of the conference.

**A name badge is required for entrance to all conference activities. Please be sure to check in and pick up your name badge prior if you wish to have breakfast.*

Conference Attire

Business casual attire is appropriate for all conference activities. Since meeting room temperatures vary, we recommend that you dress in layers and bring a sweater or jacket to the sessions.

Name Badge Policy

Please remember to wear your badge when attending the conference. This allows you access to breakfast, conference sessions, and the luncheon. Your badge is proof of registration; without it, you will not be allowed to participate in any conference activities.

Special Assistance

Should you need assistance during the conference, please stop by the Registration Desk or look for AGA/ASMC staff. In cases of a medical emergency, you may also dial "0" on any house phone.

Lost and Found

For your convenience, a lost and found box will be kept at the Registration Desk, where you can bring found items or report lost items. AGA/ASMC is not responsible for lost personal property.

No Smoking Policy

For the comfort and health of all attendees, smoking is not permitted at any AGA/ASMC function. Hilton Garden Inn and is a non-smoking facilities.

Cell Phone and PDA Policy

As a courtesy to speakers and other attendees, please refrain from the use of PDAs or cell phones during presentations. We ask that you kindly turn off your phone/PDA or set it to vibrate and leave the session if you receive a call.

How can I get a copy of a speaker's PowerPoint presentation?

Any presentations made available to us will be posted on our website. Approximately two weeks before the conference, all registered attendees will receive an e-mail providing a link to the conference PowerPoint presentations. This page will be updated on an ongoing basis to include new presentations as they are received. Please remember that not all speakers use PowerPoint and/or do not provide copies of their presentation to AGA/ASMC

Photography Disclosure

AGA/ASMC takes photographs during its meetings and events for use in Association advertising, newsletters and other promotional materials, whether in print, electronic or other media, including the AGA website. By participating in this conference you grant AGA the right to use your name and photograph for such purposes.

Allergies/Dietary Restrictions

AGA/ASMC selects lunch menus we hope everyone will enjoy. We realize that some individuals have dietary restrictions and food allergies. Please be sure to indicate on your registration form if you have any food allergies or dietary restrictions.

AGA/ASMC will do its best to accommodate all dietary requests; however because the focus is on food allergies, we cannot always guarantee requests such as low-fat, low-salt, low-carb, sugar-free, etc.

People with Disabilities

AGA and ASMC strives to hold meetings that are accessible to all. Please tell us what you require to help make your participation more enjoyable and meaningful. If you require special assistance, auxiliary aids or other reasonable accommodations to fully participate in this event, please let us know by indicating any special requirements on your registration form. Any information regarding your disability will remain confidential.

Because many arrangements require early planning, requests received onsite cannot be guaranteed; however, we will make every attempt to accommodate you.

Contact Us

Still have questions? We are here to help! Most questions can be answered through how FAQ page, however, if you have additional questions, please contact Joshua Miller at (216) 204-6808. You may also contact Michelle Corrigan (216) 204-7398 or Bonnie DeJonge at (216) 204-3416.

Hilton Garden Inn Cleveland Downtown

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Tel: 1-216-658-6400 Fax: 1-216-658-6401



The **Hilton Garden Inn Cleveland Downtown** hotel is located across from Progressive Field (formerly Jacob's Field and home of the Cleveland Indians) and two blocks from Quicken Loans Arena (the Q) and CSU Wolstein Center.

Directions

- I-77 - Exit East 9th Street. Right on Carnegie street. The hotel is on the right.
- I-71 and I-90 East - Exit East 9th street. Right on Carnegie street. The hotel is on the right.
- I-90 West - Exit Prospect. Turn right. Then left on East 14th street. Then right on Carnegie Street. The hotel is on the left.