

Service Managers Training Program

Royal Sonesta Harbour Court

Baltimore, MD

November 9 – 12, 2020



Attendee Information

Name _____ Badge Name _____
Company Name _____ Title _____
Street Address _____
City _____ State _____ ZIP Code _____
Registrant's email _____ Work Phone _____ Fax _____
Email address to send acknowledgment of registration form receipt: _____

Registration Fees

MSCA Member	\$1,500	
Non-Member	\$3,600	

MSCA Registration & Housing Policy

Registration fee due at time of registration (all registration based on first-come-first-served basis – class size limited).

MSCA Cancellation & Refund Policy

No penalty for cancellation 30 days prior to program date. After that date, reimbursement will be dependent on the filling of your vacancy.

**Program begins at 8:00 a.m. on Monday, November 9.
Please plan your arrival accordingly!**

Registration Payment

- Check (payable to MSCA) Credit Card *

*Our process for collecting credit cards has changed to enhance the security of your personal information. **Please choose one of the options below:**

- Send a secure web link** (this link lets you input your information and send it to MSCA securely; the link will expire within 5 business days)
Email _____

- Call me for the information**

Name _____ Phone _____ Best Time to Call _____

**We accept credit card payments for registrations and hotel reservations.
Your registration and hotel will be confirmed when we receive your payment.**

Hotel Registration

Room Type	Room Rate	King Bed	2 Beds
Standard Single/Double	\$184.00		

Arrival Date _____ Departure Date _____
Total Number of People in Room _____ Sharing with _____
Do you have any special hotel requirements? _____

Please contact Sobeida Orantes, MSCA at 800-556-3653 if you require special accommodations to fully participate in this event.

Rooms at the Group Rate Are Subject to Availability. **The hotel cut-off date is August 25, 2020.** After this date, rates and room types may change. A credit card is required to confirm your reservation but will not be charged until check in. Reservations canceled within 24 hours of the day of arrival will result in charge of one night's stay. All rates are subject to a 17.5% tax per room per night.

Registration Made Easy:

FAX your completed registration and hotel reservation forms to: (240) 238-7261 or Mail to MSCA, 1385 Piccard Drive, Rockville, MD 20850
Questions or changes?
Email Sobeida Orantes at saorantes@mcaa.org or call 800-556-3653.

For Office Use

Payment: _____
Database: _____
Hotel: _____