



# 2009 ASA Annual Convention

Caribe Royale All-Suites Hotel & Convention Center • 8101 World Center Drive • Orlando, FL 32821

## Registration and Housing Form (or register online at [www.ASAshop.org/Annual09](http://www.ASAshop.org/Annual09))

Please print or type, copy form if more than two people attending.

Shop Name (required) \_\_\_\_\_

Address (required) \_\_\_\_\_

City, State, ZIP (required) \_\_\_\_\_

Phone (required) \_\_\_\_\_ Fax \_\_\_\_\_

Attendee #1 \_\_\_\_\_

Attendee #2 \_\_\_\_\_

E-mail Address \_\_\_\_\_

E-mail Address \_\_\_\_\_

Emergency Contact\* \_\_\_\_\_

Emergency Contact\* \_\_\_\_\_

Phone Number \_\_\_\_\_

Phone Number \_\_\_\_\_

Require Special Services to Attend

Require Special Services to Attend

\*Please list someone who is not attending the Annual Convention.

Use attendee number to specify which function each person is attending.  
Admittance to all functions is based on availability, and will be booked "first come, first serve."

### REGISTRATION FEES (see policies on back of form)

Attendee #	Category	Early-Bird (Through March 31)	After March 31	Amount Due
_____	ASA Member Full Registration	\$250	\$550	_____
_____	Saturday Only	\$165	\$250	_____
_____	Celebration of Excellence/AMI Graduation Only	\$ 85	\$125	_____

Any questions call (800) 272-7467, ext. 220.

### Seminars

#### Friday, May 1

\_\_\_\_\_ 9:45 a.m. – 11:45 a.m. • AMI Seminar: Advanced Lawsuit Protection, Tax Reduction and Estate Planning Strategies

#### Saturday, May 2 (Please choose one morning and one afternoon seminar.)

\_\_\_\_\_ 8:45 a.m. – Noon • AMI Seminar: Turn Your Employees into Superstars

\_\_\_\_\_ 8:45 a.m. – Noon • Industry Impact Morning Sessions – Automotive Service\*

\_\_\_\_\_ 8:45 a.m. – Noon • Industry Impact Morning Sessions – Collision Repair\*

\_\_\_\_\_ 2 p.m. – 5:15 p.m. • AMI Seminar: The Secrets of Success

\_\_\_\_\_ 2 p.m. – 5:15 p.m. • Industry Impact Afternoon Sessions – Automotive Service\*

\_\_\_\_\_ 2 p.m. – 5:15 p.m. • Industry Impact Afternoon Sessions – Collision Repair\*

\*Automotive Service and Collision Repair informative sessions. Visit Web site for more information.

### Payment for Annual Convention Registration

Check (Payable to ASA) Check Number \_\_\_\_\_ Amount \$ \_\_\_\_\_

**Credit Card**  American Express  Discover  MasterCard  VISA

Card Number \_\_\_\_\_ Expires \_\_\_\_\_ Amount \$ \_\_\_\_\_

Name on Card \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

(Hotel Reservation Form on Back)

# Hotel Reservation Form

(\$190.13 deposit required to process reservation. All room reservations must be received by ASA no later than March 31, 2009.)

Name \_\_\_\_\_ Sharing Room With \_\_\_\_\_

Arrival Date \_\_\_\_\_ Departure Date \_\_\_\_\_

King (one bed)     Double/Double (2 beds)    (Room type based on availability.)

## Payment for Hotel Reservations

**Check** (Payable to Caribe Royale All-Suites Hotel)    Check Number \_\_\_\_\_ Amount \$ \_\_\_\_\_

**Credit Card**     American Express     Diners Club     Discover     MasterCard     VISA  
(Credit Card will be processed by hotel not ASA.)

Card Number \_\_\_\_\_ Expires \_\_\_\_\_ Amount \$ \_\_\_\_\_

Name on Card \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

## Important: Read the Following Policies

Please complete the registration and housing portions of this form completely and forward to ASA's Accounting Department. Pay close attention to the payment portion of the form. Registration payment is payable to ASA, housing is payable to the Caribe Royale All-Suites Hotel. Fees must accompany registration and housing form in order to be processed. Save a copy of the registration/housing form and policies for your records.

**Important Message to Attendees:** The Automotive Service Association understands the financial responsibility of spending association revenue appropriately. Part of that responsibility is to control expenses of our meetings and conventions. A contract has been negotiated with this property to provide sleeping rooms, meeting room space, food and beverage and other amenities. Every effort has been made to secure the best possible group room rate for you at this property. *Please help ASA keep expenses for this event as low as possible by booking your housing needs at the host hotel and through the reservation process created by ASA.* Reserving your room elsewhere jeopardizes ASA's ability to meet its contracted obligations and will increase the association's expenses for the meeting. Thank you for your understanding and please enjoy the meeting.

**Room Rates:** The Caribe Royale All-Suites Hotel room rate is \$169 per night plus taxes of \$21.13 for a total of \$190.13 per night.

**Hotel Reservations:** All reservations, changes and cancellations must be done through ASA. To guarantee the ASA room rate, ASA must receive your housing form and deposit (\$190.13) no later than March 31, 2009. Housing forms received after March 31, 2009, will be processed on rate and room availability. ASA will acknowledge receipt of your reservation. The Caribe Royale All-Suites Hotel will not accept your reservation for the ASA Annual Convention. The Caribe Royale All-Suites Hotel will not refund a deposit if the reservation is cancelled less than 72 hours prior to the scheduled arrival. Note: Check-in time is 3 p.m. and check-out time is 11 a.m.

**Parking:** Self-parking is complimentary. Valet parking is not available.

**Registration Specifics:** Convention Registration includes: Continental Breakfasts, Lunches, Receptions, Celebration of Excellence, Meetings, Seminars and Seminar Materials.

**Saturday Only:** Registration includes: Continental Breakfast, Lunch, Seminars of Choice and Seminar Materials. Celebration of Excellence is not included and may be purchased separately.

**Celebration of Excellence:** Individual tickets will be available to those who choose to only attend the Celebration of Excellence.

**Special Services:** If you require special services to attend the Annual Convention (special diet, etc.), check the space provided on the registration form. ASA will contact you concerning your needs.

**Registration Cancellation:** Notice of cancellation and request of a refund must be received in writing. A 50 percent refund will be processed if request is received by April 17, 2009. No refunds will be processed for requests received after April 17, 2009. Refunds will only be processed after the ASA Annual Convention.

**Mailing Instructions:** Return all completed forms and fees (ASA cannot bill you) to: ASA, P.O. Box 929, Bedford, TX 76095-0929, Attn: ASA Accounting Department.

**Web Site:** If you are paying your registration and housing with a credit card, you may go to the Web site and register online at [www.ASAsShop.org/Annual09](http://www.ASAsShop.org/Annual09).

**FAX:** If you are paying your registration and housing by credit card, you may fax your form to ASA, Attn: Carol Dennis at (817) 685-0225.

**Any Questions Call: Carol Dennis at (800) 272-7467, ext. 220 or E-Mail: [carold@asashop.org](mailto:carold@asashop.org).**

**Register online at  
[www.ASAsShop.org/Annual09](http://www.ASAsShop.org/Annual09)**