

# MBA's State & Local Workshop

Fairmont Hotel Chicago  
Chicago, Ill.  
October 20–21, 2006

## Conference Registration/Hotel Accommodation Information

### Five Easy Ways to Register

**Online** (Credit card)  
<http://shop.mortgagebankers.org>

**Fax** (Credit card)  
(202) 721-0247

**Phone**  
(800) 793-6222  
Monday–Friday, 9:00 a.m.–5:00 p.m. ET

**Mail\***  
Payable to: Mortgage Bankers Association  
Mail to: Mortgage Bankers Association  
PO Box 403945  
Atlanta, GA 30384-3945

**Express Mail\***  
Payable to: Mortgage Bankers Association  
Mail to: Mortgage Bankers Association  
c/o Bank of America Lockbox Services  
Lockbox 403945  
6000 Feldwood Road  
College Park, GA 30349  
(800) 793-6222

### For More Information

Web site:  
[www.mortgagebankers.org/conferences](http://www.mortgagebankers.org/conferences)  
Sponsorship opportunities:  
Mark Brady (202) 557-2790

### Registration Information

Registering online is easy with our enhanced features. Simply visit [www.mortgagebankers.org/conferences](http://www.mortgagebankers.org/conferences) and click *Registration Information*.

Registrant badges can only be picked up by the registered individual unless prior arrangements have been made.

### Important Conference Deadlines to Remember

*October 6:* Early conference registration /final registration list/substitutions  
*September 22:* Cut-off for hotel rooms

In order to receive your registration confirmation in time, register before *October 6*. If you do not receive your registration confirmation within seven days, please call MBA at (800) 793-6222.

### Substitutions

Send requests in writing to the attention of “Registration Substitutions” and include a \$50 processing fee. See Five Easy Ways to Register in the left column for contact information.

### Cancellations and Refunds

Cancellations received on or before  
*September 20:* Full refund minus \$50 processing fee

Cancellations received between *September 21–October 13:* 50 percent penalty applied to all registration cancellations

*October 13:* No refunds made after this date

Cancellation requests should be sent to the attention of “MBA Cancellations.” See Five Easy Ways to Register in the left column for contact information. In the unlikely event of program cancellation, MBA will refund 100 percent of registration fees paid. MBA assumes no liability for any penalty fees on airline tickets, deposits for hotel accommodations, or any other fees, charges, penalties or other incidental costs that a registrant might incur as a consequence of a program cancellation.

### Travel Information

MBA Offers Airfare and  
Car Rental Discounts

Please contact Travel Incorporated, MBA's official travel agency, to take advantage of special discounts on airfare and car rentals. You can make your travel arrangements (Monday–Friday, 24 hours a day). A proposed schedule will be sent to you immediately. Reservations will include 5–10 percent savings depending on the destination and meeting. You may also call our official air carriers and car rental agencies directly.

To contact Travel Incorporated, call (800) 524-3002. If you do not use Travel Incorporated please use the codes below when making your travel arrangements to ensure that you receive the appropriate discounts.

### Airfare Discounts

Please ask your travel or airline agent to use the following airline codes when making your MBA travel arrangements. Using the appropriate meeting code will ensure discount savings for you and help MBA track its airline volume.

**American:** (800) 433-1790;  
Airline Code 18279

### Car Rental Discounts

MBA members can obtain discounts by contacting the car rental agency directly and providing the identification number.

**Avis:** [www.avis.com](http://www.avis.com); (800) 831-8000;  
Avis Worldwide Discount number A369400

**Hertz:** [www.hertz.com](http://www.hertz.com); (800) 654-2200;  
ID# 316138

### Hotel Information

Please mail or fax the hotel reservation request form to ITS housing bureau to book your reservation.

You may also phone the housing bureau at (800) 974-9833 and state that you are attending MBA's State & Local Workshop to be held at the Fairmont Hotel Chicago. For further instructions on hotel reservation, please consult the Hotel Reservation Request Form. Please do not call the hotel directly.

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## Registration Fee

Early registration received with payment *by* October 6, 2006:

MBA Member\*: \$375       Nonmember: \$475

Regular registration received with payment *after* October 6, 2006:

MBA Member\* \$420       Nonmember \$520

Additional registrants from same association or company:  \$325

(Payment must be received by October 6, 2006) NOTE: *In order to receive the multiple registration discount, registrations must be received together. Local associations may attend at this price if their state association has registered.*

## Registrant Information

Please list this information as you wish it to appear on your badge and on the registration list.

Please type or print legibly. Photocopy entire form for additional registrations.

Mr.     Ms.

First Name  MI  Last Name  Nickname to Appear on Badge

Title  Customer ID Number\*\*

Company Name

Company Address

City  State  Zip  Business Phone  Business Fax

E-mail Address (please provide to receive confirmations via e-mail)

Previous Employer if Employed Less than Two Years

\* Subject to Membership Verification.

\*\* To identify your Customer ID Number, please see the printed number located next to your name on the mail panel or call (800) 793-6222. Not required to register.

If you have special needs addressed by the Americans with Disabilities Act, please check here and attach a statement regarding your particular needs.

## Payment Information

Check enclosed (payable to Mortgage Bankers Association)

Bill my:                       American Express                       MasterCard                       VISA                       Discover

Credit Card Number  Expiration Date

Name as it Appears on Card  Amount of Charge\*

Address (If different from above)

Signature

## Optional Diversity Questions

Your answer to this section is optional. The use of this information is restricted to MBA and is being requested to enhance MBA's continuing efforts to increase diversity within its membership. Your individual information will not be provided to any external source or organization.

Are you:       Male       Female

Do you identify yourself as a member of any of the following racial and/or ethnic groups (check all that apply):

Hispanic/Latino       Black/African-American       Asian/Asian-American/ Pacific Islander  
 Native Hawaiian/American Indian/Native American       White/Caucasian       None of the above

*Please return this form with proper payment to Mortgage Bankers Association.*

For Office Use Only	Source code WB	Meeting No. M2702010	Attention MBA Meetings
ID	Co ID	Order #	Operator
			Date

# MBA's State & Local Workshop

# Hotel Reservation Request Form

Fairmont Hotel Chicago Chicago, Ill. October 20–21, 2006

Application Deadline: September 22, 2006

Book your reservation as soon as possible! Negotiated hotel rates are subject to availability. Reservations are assigned on a first come, first serve basis.

<b>Mail</b> MBA/ITS 108 Wilmot Road, 4th Floor P.O. Box 825 Deerfield, Ill. 60015-0825	<b>Fax</b> (800) 521-6017 OR (847) 940-2386	<b>Call</b> (8:00 a.m.–5:00 p.m. CST) (800) 974-9833 (U.S. / Canada) OR (847) 282-2529 (Outside U.S. / Canada)
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## Registrant Information

Confirmation will be sent from ITS by fax or mail. Do not expect a confirmation from the hotel. Send confirmation to (please print or type):

Mr.  Ms.

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_

Company Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Business Phone \_\_\_\_\_ Business Fax \_\_\_\_\_

E-mail Address \_\_\_\_\_ Registration ID (Registration required to make hotel reservation) \_\_\_\_\_

Send Hotel Confirmation To (if different person then listed above) \_\_\_\_\_ E-mail Address \_\_\_\_\_

Rooms are assigned on a first-come, first-served basis. Rates do not include tax, which is currently 15.4% (subject to change). Each paid registrant may reserve only one room. An attendee cannot reserve multiple rooms.

Hotel	Single	Double
Fairmont Hotel Chicago	\$245.00	\$245.00

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_ Smoking: \_\_\_\_\_ Non-smoking: \_\_\_\_\_

If sharing a room, please include the name(s) of other occupant(s):

1. \_\_\_\_\_ Special Requests: \_\_\_\_\_

2. \_\_\_\_\_ ADA Requests \_\_\_\_\_

\* Single (1 person); Double (2 people); Triple (3 people)

## Changes & Cancellations

A credit card is required to guarantee a reservation. All reservations, changes and cancellations must be made through ITS through September 22, 2006 by 5:00 p.m. CST, based on availability. After September 22, 2006, the hotel will charge one night's room and tax for a deposit. One night's room and tax will be forfeited entirely if the cancellation of your hotel room is not made 72 hours prior to your hotel arrival date. Penalties for early departure are enforced. DON'T BE A NO SHOW. Cancel your reservation if you cannot attend.

## Credit Card Information [REQUIRED TO GUARANTEE HOTEL RESERVATION]

Bill my:  American Express  MasterCard  VISA  Discover

Credit Card Number \_\_\_\_\_ Expiration Date\* \_\_\_\_\_

Name as it Appears on Card \_\_\_\_\_

Signature \_\_\_\_\_

\* Note: Credit card expiration date cannot be prior to October, 2006.

### For Internal Use Only

Note ITS Agents: All State & Local Workshop attendee hotel reservations must be fulfilled from the Barcode: STATE/LOCL at the Fairmont Hotel Chicago.