

National League of Cities **CONGRESSIONAL CITY CONFERENCE 2010**

March 13-17, 2010

Marriott Wardman Park Hotel

Washington, DC

National League of Cities
Advocating for America's Cities

Be part of the national voice of America's cities and towns in 2010.

Register online at www.nlc.org



Key federal policy issues that will be addressed at the conference include:

- Ensuring full economic recovery for cities and towns
- Partnering to rebuild the nation's infrastructure
- Fostering regional and local economies
- Coordinating federal and local energy efficiency and conservation efforts
- Promoting sustainable development in communities
- Protecting public safety resources

The National League of Cities provides the resources, the connections, and the collective power to help cities and towns have an impact in Washington.

The Action Plan

Sunday, March 14

City officials gather at the Marriott Wardman Park Hotel for leadership meetings, policy discussions, and legislative briefings to learn about current federal issues and priorities for America's cities and towns.

Monday, March 15

NLC's leaders and general session speakers set the stage for the action to come by outlining the opportunities and challenges and building capacity to make a difference with Congress on key federal issues.

Tuesday, March 16

The President and his Cabinet members and Congressional leaders are invited to discuss their priorities and ways in which Washington can partner with cities and towns to meet the challenges facing the country. The program will wrap up with the opportunity to review NLC's federal legislative agenda and confirm plans for Capitol Hill visits on Wednesday.

Wednesday, March 17 – City Lobby Day

City officials travel to Capitol Hill for meetings with their congressional delegation to advocate for NLC's priorities for federal action and how America's cities and towns can partner with the federal government to help the nation achieve its goals.

In tough economic times...

- ... Targeted information about federal programs can help you bring new resources into your community.
- ... Up-to-date briefings from federal officials can keep you ahead of the curve about new federal laws and regulations.
- ... Meetings with your representatives in Congress can keep your city's challenges and innovations front and center in Washington.
- ... Training sessions can provide you with the skills you need to lead your community through today's fiscal environment and achieve your community's vision for tomorrow.

Don't miss these Opportunities...

Come to Washington, March 13 – 17, to join America's cities and towns as we forge a strong partnership with the Administration and Congress. With economic recovery underway, but full recovery for cities still a long way off, both the Administration and Congress will continue to have significant impact on the future of our communities.

At the conference, city officials will have the opportunity to learn about federal issues important to America's cities and towns, to lobby Congress on those priorities, and to be a part of the unified voice we present to the Administration and Congress. The conference program will include general sessions featuring national leaders, members of the Administration and Congress, workshops to learn more about key issues and NLC's federal policy positions, and a chance to flood Capitol Hill and advocate in favor of federal priorities for America's cities and towns.

Preliminary Schedule

The Conference will provide a range of education, networking, and strategy sessions to maximize the value of the event for city officials. This preliminary schedule provides an outline of major events during the conference to help delegates make travel plans.

Saturday, March 13

9:00 a.m. – 5:00 p.m.	Leadership Training Institute Seminars
1:30 p.m. – 5:00 p.m.	City Futures Panel Meetings
5:30 p.m. – 6:45 p.m.	Orientation to the National League of Cities for First Time Attendees
5:30 p.m. – 7:00 p.m.	Constituency and Special Group Meetings

Sunday, March 14

9:00 a.m. – 5:00 p.m.	NLC Board of Directors Meeting NLC Advisory Council Meeting Leadership Training Institute Seminars Policy and Advocacy Committee Meetings Constituency and Special Group Meetings
5:15 p.m. – 7:00 p.m.	

Monday, March 15

7:30 a.m. – 9:00 a.m.	Celebrate Diversity Breakfast
9:00 a.m. - 10:30 a.m.	Opening General Session
10:45 a.m. – 12:15 p.m.	Workshop Sessions

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12:15 p.m. – 1:30 p.m.	Roundtable Networking and Lunch
1:45 p.m. – 3:15 p.m.	Workshop Sessions
3:30 p.m. - 4:30 p.m.	General Session
5:00 p.m. – 6:30 p.m.	State League Caucuses and Receptions Constituency and Special Group Meetings/Events

Tuesday, March 16

7:00 a.m. – 8:30 a.m.	Steering Committee Work Sessions
8:45 a.m. – 10:15 a.m.	General Session
10:30 a.m. – Noon	Workshop Sessions
12:15 p.m. – 1:30 p.m.	Roundtable Networking Lunch
1:45 p.m. – 3:15 p.m.	Workshop Sessions
3:30 p.m. – 4:45 p.m.	Closing General Session
5:15 p.m. – 6:30 p.m.	State League Caucuses and Receptions
6:30 p.m. – 8:00 p.m.	Reception and The Capitol Steps

Wednesday, March 17

7:00 a.m. – 3:00 p.m.	Capitol Hill Visits
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Special Events

Monday, March 15

Celebrate Diversity Breakfast - Fee: \$35

7:30 a.m. – 9:00 a.m. The 24th annual Celebrate Diversity Breakfast will feature a keynote speaker who will provide a perspective on diversity issues facing America's cities and towns. The breakfast is sponsored by NLC's five constituency groups.

Tuesday, March 16

Reception and The Capitol Steps

6:30 p.m. – 8:00 p.m.

The Capitol Steps are an entertainment troupe of former Congressional employees that will provide bi-partisan fun for everyone.

Dates to Remember

February 15, 2010 - Deadline for advance registration and housing requests. All requests must be postmarked by this date. After this date, regular registration fees apply.

February 15, 2010 - Deadline for Cancellations. Cancellation must be made in writing and postmarked by this date. All cancellations are subject to a \$75 cancellation fee. There are no refunds for cancellations after this date.

How to Register

To register for the 2010 Congressional City Conference, fill out the registration form and return it with your check, city purchase order, or credit card information to NLC Meeting Services, postmarked by February 15, 2010 or register online at www.nlc.org.

* Each delegate, guest, speaker, member of the press, and any other conference participant must register. There is a \$100 youth delegates fee. There is no charge for press registrations with proper press credentials.

* No telephone registrations or cancellations will be accepted.

* Refunds will be made for cancellations received by February 15, 2010, subject to a \$75 cancellation charge. Cancellation letters must be postmarked by this date. No telephone cancellations will be accepted. No partial refunds will be made if you decide not to attend particular functions.

Hotels

* If you need hotel accommodations, please check the appropriate box on the registration form.

* NLC will make a hotel reservation for you when you register for the conference.

* Rooms will be assigned on a first come, first served basis.

Pre-Conference Leadership Training Institute Seminars

Information pertaining to the pre-conference Leadership Training Institute Seminars being held Saturday, March 13 and Sunday, March 14, will be available on the NLC website at www.nlc.org by early January 2010. Registered delegates will be notified by e-mail when registration for these seminars is available.

Conference Registration Form

No housing or registration will be processed without accompanying payment in full.

Are you a newly elected official? _____ Size of City? _____
 Name _____ Gender _____
 Title _____
 City/Organization _____
 Mailing Address _____
 City _____ State _____ Zip _____
 Phone _____ Fax _____
 Email _____
 Registrant's Email _____

Spouse/Guest Name* (\$50 fee) _____

Youth Delegate** (15-18, \$100 fee) _____ Age _____

**Local officials are encouraged to register youth as active participants in this conference to contribute to NLC's youth agenda. If the youth delegate requires hotel accommodations separate from yours, attach their registration form with your completed form.

Youth Chaperone Name (\$100 fee) _____

(Local Elected City Officials are not eligible for this rate.)

2010 Registration Rates

Please select only one Registration Type (except Spouse Guest) Forms received after the listed deadlines will automatically be corrected to corresponding fee schedule.

Congressional Cities Conference	Advanced '10	Regular '10	On-Site '10	On-Site @ 2009 Congress of Cities Conference
Registration Type (FULL)	Valid 11/28-2/15/10	Valid 2/16-3/11/10	Valid 3/13-17/10	Valid 11/13-27/2009
Member	\$445	\$540	\$595	\$380
Associate Member	\$445	\$540	\$595	\$380
SML Member	\$565	\$625	\$670	\$505
Non-Member	\$670	\$715	\$765	\$620
First Time Member	\$375	\$375	\$375	\$375
Student	\$175	\$175	\$175	\$175
Youth	\$100	\$100	\$100	\$100
Chaperone	\$100	\$100	\$100	\$100
Spouse Guest	\$50	\$50	\$50	\$50

Constituency Group Special Event Fees

Constituency Group Selection	Activity Fee
APAMO	\$40
GLBLO	\$40
HELO	\$45
NBC-LEO	\$95
WIMG	\$45*
Celebrate Diversity Awards Breakfast	\$35

*WIMG cost is for WIMG Luncheon

Leadership Training Institute Seminars

LTI Sessions will become available in January. When registering for LTI's please provide the event code listed in the brochure or on the web-site in the space provided below. You may **not** select a Full Day LTI and a Half-Day session occurring on the same day.

Date	Price	Event Code
Full Day, Day 1	\$180	
Morning Day 1	\$120	
Afternoon Day 1	\$120	
Full Day, Day 2	\$180	
Morning Day 2	\$120	
Afternoon Day 2	\$120	

Total Your Registration Fees Here \$ _____

Registration Cancellation Policy:

All cancellation requests must be received in writing, postmarked by **February 15, 2010**, and are subject to a \$75 cancellation fee. No partial refunds will be made if you decide not to attend particular functions. **No registrations or cancellations will be accepted by telephone.** No cancellations will be accepted after **February 15, 2010**. **Spouse Guest fees are non-refundable.**

Return Conference Forms to: Fax: (703) 631-6288

Mail: NLC Meeting Services, C/O J. Spargo and Associates 11208 Waples Mill Rd, Ste 112, Fairfax VA

QUESTIONS ABOUT REGISTRATION, HOUSING, INVOICES?

E-Mail: nlcregandhousing@jspargo.com Phone: 888-319-3864 or 703-449-6418

Hotel Reservations: You must be registered for the Conference to reserve a hotel room. To guarantee your room, all hotels require one night's deposit plus 16.75% tax (subject to change.) 30 days prior to your arrival. This is required even if you plan to arrive before 6:00PM. If accommodations are not guaranteed 30 days in advanced the reservation will be cancelled.

Please select one of the following:

- Please make my hotel reservations as indicated below
 I do not require hotel accommodations at any of the hotels listed below
 Although I am providing information for a standard room now, please contact me regarding suite information.

Room Dates: Arrival: ____/____/____ to Departure: ____/____/____

Room Type:

- Single, 1 person/1 bed Double, 2 people/1 bed
 Double/Double 2 people/2 beds Triple 3 people/2 beds
 Quad 4 people/2 beds

- Smoking Non-Smoking

Room types cannot be guaranteed but hotels will try to accommodate requests.

Sharing my Room With (For Hotel Rate and Check in Purposes):

1. _____ 2. _____ 3. _____

Special Housing Request (e.g., wheelchair accessible rooms, etc.):

If you have special housing or transportation needs, please contact NLC Meeting Services

Hotel Choice: Indicate your first-choice hotel with the number "1." Number the other hotels from "2" to "3" in order of preference. **The Marriott Wardman Park Hotel is the headquarters hotel.**

Order	Hotel	Smoking Property	SGL	DBL	TRIP	QUAD
	Marriott Wardman Park	No	\$247	\$247	\$267	\$287
	Omni Shoreham	Yes	\$234	\$234	\$234	\$234
	Days Inn	No	\$139	\$139	\$149	\$159

Hotel Deposit Information: All Major credit cards with expiration of 3/10 or later are accepted at the conference hotels. All checks must be submitted to the hotels after **January 20, 2010** but before **February 19, 2010** and are subject to approval. Please include your 6 digit REG ID # indicated on the NLC Meeting services confirmation.

Registration Fee Payment Information

- Charge my REGISTRATION FEES to the VISA, MasterCard, or AMEX listed below
 Check for REGISTRATION FEES made payable to National League of Cities is enclosed
 Purchase Order for REGISTRATION FEES-Copy must be enclosed and payment must be received by **March 1st, 2010**

Hotel Deposit Information

- Charge my HOTEL DEPOSIT to the credit card listed below
 Check for HOTEL DEPOSIT-Please submit to hotel address noted on confirmation after **January 20, 2010** but before **February 19, 2010**.

Credit Card Authorization: NLC Registration and Housing Services is authorized to use the card below to pay all applicable registration fees and guarantee my hotel reservation. I understand that one night's room charge will be forfeited if I fail to show up for my assigned housing on the confirmed arrival date unless I have canceled my reservation with the hotel at least 72 hours in advance. I understand that if I do not show at the hotel on my confirmed arrival date, my reservation will not be reinstated for the remainder of the stay unless I instruct the hotel to reinstate my reservation. Reinstated reservations are subject to the hotel's availability. Further, I agree to the stated Registration Cancellation policy and I understand that upon cancelling my registration I will accrue a 75.00 non-refundable processing fee. Additionally I understand that no portion of the spouse-guest registration fee is refundable.

Visa/Mastercard/AMEX Number _____ Exp _____

Card Holder Name _____

Card Holder Signature _____

Additional Credit Card Authorization: For Hotel Deposit Only. Use if different from from credit card listed above:

Visa/Mastercard/AMEX Number _____ Exp _____

Card Holder Name _____

Card Holder Signature _____

For Office Use Only: HTL _____ SUBBLK _____ CATE _____ RATE _____



National League of Cities