

ADDITIONAL MEETING INFORMATION.....

SPOUSE AND GUEST REGISTRATION: In order to participate in CEMA Meal Events and Activities, your Spouse/Guest must be registered. Name Badges are to be worn by all for all CEMA Events so as to identify yourself to the hotel staff.

HOTEL ACCOMMODATIONS: CEMA has a limited block of rooms reserved at Rancho Bernardo Inn. Please advise if there is interest in upgrading and we would be happy to get a price for you. Rooms are available for \$309.00 + tax per night, single/double occupancy. A charge of \$40 will be added for each additional person sharing a double room. Children 17 years and under may share the same room with parents at no additional charge. To make your reservation, please complete the Registration Form.

HOTEL CHECK-IN/CHECK-OUT, TAXES & RESERVATION DEADLINE: Check-in time is 4:00 pm, Check-out time is 11:00 am. Room rates are subject to tax, which is currently 12.9%. The group rate will be honored 3 days before/after group block arrival/departure **based on space and rate availability**. The reservation deadline is: **February 18, 2022**.

ADDITIONAL INFORMATION: The Resort fee has been waived. It includes in-room coffee and bottled water, Wireless internet in guest rooms, public space & meeting space, 24 hour fitness center access. We have a discounted Self-Parking fee of \$15 per day and a 10% Spa discount on Treatments. Spa appointments are recommended prior to arrival. Please call (844) 338-9282 to schedule your treatment.

European Plan: While at Rancho Bernardo Inn, we will be on the European Plan. No meals are included in the room rates.

REFUND/CANCELLATION POLICY: Cancellation received in writing by noon, March 1, 2022, will result in a refund of the full registration, minus \$100 processing fee.

NO Refunds will be issued for cancellation after **March 1, 2022**. You may send a substitute in your place at any time in lieu of a refund.

SPOUSE INFORMATION: On Saturday March 19, Spouses are invited to attend the General Business Session with Alex Chausovsky, "Building an Effective Talent Strategy". Also on Saturday March 19, we will be hosting a "Highland Valley Winery Excursion" (2 Stops), with lunch. Please include your spouse and/or guest for these functions.

ACTIVITIES: For those who would like to play a round of Golf, we will host a Golf outing to take place at the Rancho Bernardo Inn Golf Club, please see registration form for sign-up. The 5k Walk/Run will take place at Rancho Bernardo Inn, please sign-up on the registration form.

Please note that if you sign-up after the cut-off date, you may not receive a tee shirt for the 5K, depending on our order date.

CONFERENCE ATTIRE: Attire for all events and meetings will be casual except for Monday evening's Annual Reception/Dinner, where dress will be jacket and tie for the men, and either a dress or pant suit for the women.

NOT PRE-REGISTERED FOR MEETING: Any non-registered spouse/guest/children that accompany the member representative or guest to any of the functions will incur the full associated fee. Please see Karen regarding payment.