



## Delegate Registration Form

*One form per delegate*

*Presented by the Caribbean Hotel & Tourism Association*

**Registration forms without payment will not be processed.**

### GENERAL INFORMATION

Company: \_\_\_\_\_

Delegate: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

24-hour Emergency Contact: \_\_\_\_\_

### REGISTRATION INFORMATION

**Registration Fees** **Early / Late (after Aug. 1st)**

CHTA Hotel members \$395 / \$445 US\$ \_\_\_\_\_

CHTA Small Hotels  
(100 rooms or less) \$295 / \$345 US\$ \_\_\_\_\_

CHTA Hotel group rate  
(after the 2nd delegate) \$295 / \$345 US\$ \_\_\_\_\_

Hotel non-member \$645 / \$695 US\$ \_\_\_\_\_  
(includes 1 yr membership)

*\*hotels over 45 rooms please inquire on discounted rates*

CHTA Allied member \$495 / \$545 US\$ \_\_\_\_\_

Tabletops \$995 / \$1,045 US\$ \_\_\_\_\_  
(includes 1 delegate registration)

Allied non-member \$1,095 / \$1,145 US\$ \_\_\_\_\_  
(includes 1 yr membership)

Student/Educator \$175 / \$175 US\$ \_\_\_\_\_

### CATEGORY INFORMATION

Check one:

- Hotelier                       Allied                       Student/  
 Association Executive    Exhibitor / Sponsor    Educator

**PAYMENT MUST ACCOMPANY REGISTRATION FORM.** Please make all checks payable in US funds and drawn on a US bank to: Caribbean Hotel & Tourism Association. Please select from one of the following payment options:

Room Exchange: Pay the conference fees using your unsold rooms. Available only to CHTA Hotel delegates.

\*Check # \_\_\_\_\_  Mastercard  Other \_\_\_\_\_

Cardholder Name \_\_\_\_\_

Credit Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Authorized Signature \_\_\_\_\_

**\*Payments made by check or money order must be payable in U.S. dollars, drawn on a bank of the United States. If you do not have an account with a U.S. bank, have your bank draw a check for you on their corresponding bank in the United States. Make sure your bank properly identifies your account to insure proper payment credit.**

**Terms And Conditions:**

1. CHTA reserves the right to approve all registrations prior to confirmation.
2. The registered company must be a CHTA member in good standing for the 2016 membership year with no outstanding dues to CHTA or its subsidiaries.
3. Hotel and travel arrangements are the responsibility of each delegate and are not included on the registration fees.
4. Cancellations are by written request only and apply to the policy in effect on the date the notification is received by CHTA. Cancellations must be received on or before August 1, 2016, and are fully refundable less a \$50.00 per person processing fee. After August 1, 2016, all registration fees, and booth fees are non-refundable. Registrations are transferable with written notice until August 1, 2016. After this date, registrations are transferrable with written notice for a fee of US\$15.00 per transfer.
5. Refunds will not be given for no-shows.
6. By registering, you agree to the terms and conditions and provisions for cancellations and refunds.
7. Topics, Speakers, agenda and other conference events are subject to change without notice.

\*To send your fees by wire transfer, please contact the Conferences and Events Department at 786-476-8623 or via email at: [events@caribbeanhotelandtourism.com](mailto:events@caribbeanhotelandtourism.com)

**Please complete and return this form by mail or fax to:**

Caribbean Hotel & Tourism Association  
2655 Le Jeune Road, Suite 910  
Coral Gables, Florida 33134

**Telephone:** +1-786-476-8623

**Facsimile:** +1-305-675-7977

**E-Mail:** [events@caribbeanhotelandtourism.com](mailto:events@caribbeanhotelandtourism.com)

