

# REGISTRATION & HOUSING INFORMATION

## Registration Dates

Advance: March 7 – May 22

Onsite begins May 23

## Weekly Fees

See the registration form on page 19.

## Daily Fees (Paid onsite only)

ALA personal member: \* \$170 ALA retired member: \* \$125

ALA student member: \*\* \$85 Non-member: \$230

\* must show proof of membership

\*\* must show proof of ALA student membership and school ID

## THE ALA CONFERENCE WITHIN A CONFERENCE FOR LIBRARY SUPPORT STAFF

# “WHO’S DA BOSS”: LEADERSHIP FOR TODAY

## THE 5TH ANNUAL EMPOWERMENT CONFERENCE

The Empowerment Conference will be held Saturday and Sunday, July 11-12, 2009 in Chicago, IL during the 2009 ALA Annual Conference.

The ALA Empowerment Conference is designed specifically for library support staff and features a variety of programs to enhance your career and improve library services to your community! Come learn from the noted library experts and leave with the 3 E's: energy, enthusiasm and excitement. Please visit [wikis.ala.org/annual2009/index.php/About\\_Empowerment](http://wikis.ala.org/annual2009/index.php/About_Empowerment) for more information and conference updates, or contact Kimberly Sanders at [ksanders@ala.org](mailto:ksanders@ala.org) or 1-800-545-2433, ext 4279.

Registration for Empowerment 2009 is automatically included with a full Annual Conference registration. Separate registration is also available. Registration for LSSIRT members is \$135 in advance, or \$160 onsite. ALA members and anyone else can register for this two-day conference for \$185 by March 6 and for \$210 after the March 6 deadline and onsite. To register, fill out the Conference Registration form on the next page, and register in Section II only. For more information on programming and events at the Empowerment Conference, please visit [www.ala.org/annual](http://www.ala.org/annual) and click on “Empowerment Conference.”

Co-sponsors: ALA Library Support Staff Interests Round Table (LSSIRT) and the ALA Office for Human Resource Development and Recruitment (HRDR).

## Join ALA and Save!

Non-members and former members of ALA are invited to join the association to receive both the member registration discount as well as ongoing benefits to your career and professional knowledge that come from membership. First, go to [www.ala.org/membership](http://www.ala.org/membership) to join or re-join and start taking advantage of new and improved benefits such as: AL Direct, our weekly e-mail edition of American Libraries that keeps you on the cutting edge of news that affects all types of libraries; discounts on continuing education through Element K, our online skills building site; and your members-only discount on ALA Editions and Graphics products for you and your library. Then, go to [www.ala.org/annual](http://www.ala.org/annual) and register for conference at a substantial savings. If you have questions about which membership is right for you, e-mail John Chrastka, Manager for Membership Development at [jchrastka@ala.org](mailto:jchrastka@ala.org).

## Advance Registration

To register in advance, print or type and complete all sections of the form that follows. You may register for all listed events and pay with one check. Use one form per person for full registration or exhibit badges only. Registration forms must be postmarked or electronically submitted by May 22, 2009 to receive the Advance rates. Mail early to meet the deadline. Fees will increase to onsite rates, May 23, 2009. Bring your membership card or proof of dues payment and photo ID. Secure online registration with your credit card is also available at [www.ala.org/annual](http://www.ala.org/annual).

## Exhibits Only Registration

Visit the exhibits only, for \$25 in advance, by completing the registration form. Visit the exhibits and attend the Opening General Session for only \$35, or visit the exhibits, attend the Opening General Session and all the Auditorium Speaker Series sessions for \$75. Exhibit only badges will also be available onsite. No refunds for “Exhibits Only” “Exhibits Plus” and “Exhibits Supreme” registration. Use one form per person for exhibit only badges. Requests for multiple exhibit only badges will not be honored if sent on only one form.

## Payment

Include full payment with your registration. Make checks payable to the American Library Association or charge your VISA, MasterCard or American Express. Fees are in U.S. dollars. If sending a wire transfer payment, it is necessary to reference your name, company and registration category on the transfer. Please note: we will no longer accept purchase orders as payment onsite. If paying by purchase order, they must be received prior to the conference.

## Confirmations

The ALA Registration and Housing Headquarters will e-mail or mail a registration and housing confirmation. If you do not receive a written confirmation within one week, please e-mail or call Experient's Customer Service Center at [ala@experient-inc.com](mailto:ala@experient-inc.com) or 800-974-3084 to verify the status of your registration and housing.

## Refunds and Cancellations

Substitutions are welcome at any time, made in writing. Otherwise, registration cancellations must be made in writing and postmarked or faxed by May 22, 2009. Cancellations will result in a full refund less a \$25 processing fee. No phone cancellations will be accepted. No refunds for cancellations postmarked after May 22, 2009. No “Exhibits Only” or “Exhibits Plus” refunds. Refunds will be processed after the annual conference.

# DORM HOUSING IN CHICAGO

Dorm housing will be available at the University Center Conference Chicago, located at 525 S State Street, between State Street and Congress. ALA will provide busing between the dorms and McCormick Place West, just as if you were staying in a hotel. Dorm amenities include a recreation area, fitness center, outdoor terrace, laundry room and computer center.

The buildings are consisted of suite style, double occupancy rooms and apartments. Suite-Style Housing: Typically two people share a bedroom with two bedrooms sharing a common bathroom between them. Single occupancy rooms are also available; in this case, 2 bedrooms still share a common bath area. These rooms also include one all you can eat buffet meal served in the dorm cafeteria at no extra cost. Apartments are also available, with 4 single occupancy bedrooms that share two bathrooms and kitchen facilities (food not included). Register for these individually or with roommates.

To make your reservation, submit this form, and provide complete payment. These reservations must be paid in advance. Reservations must be made by May 22, 2009. Only 200 spaces are available, and they are on a first-come, first-served basis. Cancellations must be made by May 22, 2009 for a refund.

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

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail Address *please print clearly to receive electronic confirmation* \_\_\_\_\_

Arrival day/date \_\_\_\_\_ Departure day/date \_\_\_\_\_ Total Nights: \_\_\_\_\_

Male

Female

## Type of Room:

*Bedding requests are based on availability. Every effort will be made to accommodate requests.*

Semi Suite Double - \$62.00

Semi Suite Single - \$97.00

Quad 4 Bedroom Apartment (1 single occupancy bedroom) -\$79.00

## Roommate's name (if double occupancy)

*Roommate must complete separate form:*

\_\_\_\_\_

If I have chosen a double room and not chosen a roommate, I understand that since I have not chosen a roommate, one will be assigned to me at random, matching both gender and length of stay. I understand that ALA is not responsible for the roommate I am assigned, and that roommate assignments are final, and I may not change roommates once a roommate has been assigned to me.

## Total Amount (number of nights x rate):

Method of Payment:  Check  Money Order  Credit Card

Type of Card:  Visa  Amex  Mastercard

Card Number \_\_\_\_\_ Expiration Date (must be 7/09 or after) \_\_\_\_\_

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

## Return/Rates Info:

Make reservations with credit card or a check by completing the form and mailing to:

*ALA Annual Conference Dorm Housing  
568 Atrium Drive*

*Vernon Hills, IL 60061-1731*

*Fax: 800-521-6017*

You can also fax the form and pay by credit card.

The Rates are (per person/per night):

Semi Suite Double: \$62.00

Semi Suite Single: \$97.00

Quad 4 Bedroom Apartment: \$79.00



# ADVANCE REGISTRATION AND HOUSING FORM

**Registrant Information:** All mailings concerning the Annual Conference will be sent to you at the address provided below:

Mr.  Ms.  Mrs.  Dr.  I am a first time registrant of the ALA Annual Conference

Member Number \_\_\_\_\_

Name: First \_\_\_\_\_ Last \_\_\_\_\_

Position Title \_\_\_\_\_

Organization Name \_\_\_\_\_

Address \_\_\_\_\_

Address Line 2 \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Postal Code \_\_\_\_\_

Country \_\_\_\_\_ Is the above mailing address:

home  work

Daytime Phone \_\_\_\_\_ Fax Number \_\_\_\_\_

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

Attendees may receive exciting information from exhibitors like invitations, contests and other hot news.

Count me in!  Yes  No

**Badge Information:** Complete the information below, abbreviating as needed. Write clearly and please do not exceed the maximum characters.

First Name \_\_\_\_\_  
(15 characters)

Last Name \_\_\_\_\_  
(15 characters)

Institute/Organization \_\_\_\_\_  
(25 characters)

City \_\_\_\_\_ State \_\_\_\_\_  
(25 characters)

If you have a physical or communication need that may affect your participation in conference activities, please contact Conference Services at the number given below. We cannot ensure the availability of appropriate accommodations without prior notification of need.

I have a special physical or communications need and will contact Anne Weglewski at 800-545-2433, ext 3220 or aweglewski@ala.org to discuss accommodations no later than May 22, 2009.

**NEW THIS YEAR:** Employees of ALA Organizational Members will get a special discounted rate off the non-member rate if they register together. This attractive rate: Advanced - \$250 and On-Site - \$330 is available if four or more employees register at the same time. Purchase orders, checks or credit cards will be accepted. For more information contact ababcock@ala.org or dross@ala.org.

## Instructions:

Both pages must be completed and returned with payment (US funds) or credit card information, postmarked or electronically submitted by March 6, 2009 to receive the Early Bird rates. Forms postmarked after March 6, 2009 will be processed at the advance rate.

### THREE WAYS TO ADVANCE REGISTER:

**By Mail:** Send form and payment to:  
ALA Advance Registration  
568 Atrium Drive  
Vernon Hill, IL 60061-1731

**By Fax:** If you pay with a credit card you may fax your completed registration form 24 hours a day by dialing 800-521-6017. Note: Do not mail form if previously faxed. Send fax only once.

**Online:** Access the ALA 2009 Annual Conference homepage at [www.ala.org/annual](http://www.ala.org/annual) and select "Registration." Non-members and former members are invited to join ALA at [www.ala.org/membership](http://www.ala.org/membership) prior to registering for maximum savings.

**Cancellation Policy:** Written requests for refunds must be postmarked by May 22, 2009. Cancellation of registration will result in a handling fee of \$25 for each item cancelled. No phone cancellations. No refunds after May 22, 2009. No refunds given for "Exhibits Only", "Exhibits Plus" and "Exhibits Supreme" badges. Refunds will be processed after the annual conference.

### PLEASE COMPLETE THE SURVEY BELOW

#### 01 Principal Product Interest (circle one)

- 01 Books, Periodicals, Documents
- 02 Library Automation
- 03 Equipment, Furniture, Shelving
- 04 A/V Equipment/Materials
- 05 Services
- 06 Other Products and Services

#### 02 Purchasing Decision-Making Role (circle one)

- 01 Final
- 02 Specify
- 03 Recommend
- 04 No Role

#### 03 Purchase Plans Next 12 Mos. (circle one)

- 01 \$0-49,999
- 02 \$50-99,999
- 03 \$100-249,999
- 04 \$350-499,999
- 05 \$500-999,999
- 06 \$1 million +

#### 04 Operating Expenditures (circle one)

- 01 \$0-499,999
- 02 \$500-999,999
- 03 \$1 mil-1,999,999
- 04 \$2 mil-4,999,999
- 05 \$5 mil +

