



Attendee Event Pricing

	Early Bird Registration Rate <i>If registered by January 31st, 2016</i>	Regular Registration Rate <i>Registrations received between January 31st—March 1st, 2016</i>
OHCA Members	First Attendee = \$224.10 Second Attendee = \$179.10 Additional Attendees = \$26.10	First Attendee = \$249 Second Attendee = \$199 Additional Attendees = \$29
Non-Members	First Attendee = \$314.10 Second Attendee = \$269.10 Additional Attendees = \$89.10	First Attendee = \$349 Second Attendee = \$299 Additional Attendees = \$99

Registration Terms & Conditions

Registration Agreement: By agreeing to these Terms & Conditions with your registration, the facility is obligating themselves and the company to pay in full for the registrations.

Payment Policy: Registration will not be confirmed without payment. Registrants who have not paid-in-full will not be admitted into the OHCA Spring Expo. Check payments will be accepted until February 26th, 2016. After February 26th, 2016, credit card payment is required at time of registration. Please mail your check in with a copy of your email invoice. You are not confirmed for the Spring Expo until your payment has been received. The Pre-Registration period ends Tuesday, March 1st, 2016.

Confirmation Process: Once your online registration & payment has been received & processed you will receive a confirmation.

Cancellation and Changes Policy: Cancellations & substitutions must be submitted to Cynthia Maylath at OHCA, cmaylath@ohca.com. Refund given for cancellations made on or before February 25th, 2016. No refunds after that date. A substitute is welcome in your place. OHCA reserves the right to cancel any professional development opportunity that does not meet minimum registration requirements. No refunds, credits or transfers will be given for "no-shows."

Early Bird Registration: Registrations submitted by Sunday, January 31st, 2016 will receive a 10% Early Bird registration discount. All registrations received after that date will be charged the full registration rate.

Walk-in Policy: Walk-ins are NOT guaranteed entrance into the Spring Expo. A walk-in fee of \$50 will be added onto all registration fees. All registrations that have not been received by Tuesday, March 1st, 2016 at 5:00pm will be considered a walk-in and will incur a \$50 walk-in fee.

ADA (Americans with Disabilities): You are invited to advise us of any required special accommodations at least one (1) week in advance of class date.

Photo Release: By attending the OHCA Spring Expo event, all participants agree to have their picture or image used by the Oregon Health Care Association and its affiliates. By attending, the participants understand that pictures or images will be used in a positive manner and the Oregon Health Care Association has unlimited use of any pictures or images taken at this event under this agreement.

Send Check Payments to: OHCA, 11740 SW 68th Parkway Suite 250, Portland, OR 97223. Please include a copy of your registration email with the check.