

# EXHIBITOR COMPLIMENTARY PARTIAL & UPGRADED FULL CONFERENCE REGISTRATION

Register online at <http://mce.trucking.org>

All contracted booth space is allocated a total of 3 Complimentary Partial Registrations and 3 Exhibit-Only Registrations, per 100 square feet of exhibit space, up to a maximum of 18 registrations. Only Complimentary Partial Registrations may be upgraded to an Exhibitor Upgraded Full Conference Registration.

Exhibit booth personnel in excess of the allotted \*Max. Total Exhibitor Registrations must register as a Full Conference attendee. Find the Badge Allocation Chart, Floor Plan and all the Exhibitor registration forms on the [Exhibitors web page](#). Full Conference registration information can be found on the [Registration web page](#).

## IMPORTANT DEADLINES

**Discounted Hotel Rate**  
September 15

**Registration Cancellation**  
September 15

**Name Change & Substitution**  
October 2

## REGISTRATION RATES

Please check ONE box below.

### Exhibitor Complimentary Partial Registration

This registration type includes access to:

- Opening Reception
- Educational and Business Sessions
- Exhibit Hall
- All Exhibit Hall food functions

**Exhibitor Complimentary Partial..\$0**

### Exhibitor Upgrade to Full Conference Registration

This registration type includes access to:

- Same access as Complimentary Partial (see list above)
- All food functions inside and outside the Exhibit Hall
- Annual Reception & Banquet with Entertainment

**ATA Member.....\$700**

Member Spouse .....\$750

Per Member Couple .....\$1,450

**Non-Member.....\$950**

Non-Member Spouse.....\$1,250

Per Non-Member Couple ..\$2,200

## REQUIRED TO PROCESS REGISTRATION

Full Name: \_\_\_\_\_

Nickname for Badge: \_\_\_\_\_

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

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

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

City/State/Zip: \_\_\_\_\_

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

Email: \_\_\_\_\_

Valid attendee email is REQUIRED for registration.

\*Confirmation email can only be sent to one email address.

Send confirmation to the email listed above. OR

Send confirmation to the alternate email listed below.

\*Alternate email: \_\_\_\_\_

In Case of Emergency, please provide contact information below.

Full Name: \_\_\_\_\_

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

## SPOUSE/GUEST REGISTRATION

Spouse Registration **includes** access to the Spouse Program (including the Opening Reception, Exhibit Hall, all Food Functions inside and outside the Exhibit Hall, and Annual Reception & Banquet with Entertainment). It **does not include** access to Business or Educational Sessions. Spouse/Guest registrations will not receive a separate hotel reservation link.

Spouse/Guest Full Name: \_\_\_\_\_

Spouse/Guest Nickname for Badge: \_\_\_\_\_

Spouse/Guest Email: \_\_\_\_\_

Valid Spouse/Guest Email is REQUIRED for Spouse Program communication.

## PAYMENT INFORMATION

Registration will not be processed without payment. All credit card fields are required.

Total Amount Paid: \$ \_\_\_\_\_

Enclosed check made payable to American Trucking Associations, 80 M St. SE, Suite 800, Washington, D.C. 20003

AMEX      MasterCard      VISA

Credit Card #: \_\_\_\_\_ Expires: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Signature: \_\_\_\_\_

**Submit completed forms, with payment information, by fax to (703) 838-1701 or by email to [registrations@trucking.org](mailto:registrations@trucking.org).**

# IMPORTANT INFORMATION

## REGISTRATION PROCESSING

### ONLINE:

Registering online at <http://mce.trucking.org> is the fastest and easiest way to register for the conference.

★ For Exhibitor registration information and online registration promo codes, download [Exhibitor Booth Personnel Registration Options](#).

### Username and/or password assistance?

Email [registrations@trucking.org](mailto:registrations@trucking.org) or [atamembership@trucking.org](mailto:atamembership@trucking.org).

Please provide each individual's full name, title, company and email address.

### Exhibit booth questions?

Email [ataexhibits@trucking.org](mailto:ataexhibits@trucking.org) or visit the MCE Exhibitors web page. (<https://mce.trucking.org/exhibitors>)

### Sponsorship opportunities?

Email [atasponsorships@trucking.org](mailto:atasponsorships@trucking.org) or visit the MCE Sponsors web page. (<https://mce.trucking.org/sponsors>)

### FAX/MAIL:

If registering by fax at (703) 838-1701 or mail, please allow 3-4 business days, once received, to process your registration.

### CONFIRMATION EMAIL:

Once your registration has been successfully processed, an email confirmation with the hotel reservation link will generate and send.

### PAYMENT:

Registration forms will not be accepted without payment and all credit card information fields are required. If you do not wish to provide credit card information on the registration form, you may register online or by mailing your completed form with check to: ATA Accounting Department, 80 M St. SE, Ste. 800, Washington, D.C. 20003.

## HOTEL INFORMATION

ConferenceDirect is the official housing bureau for ATA's 2023 MCE. Only those registered for the meeting will receive a confirmation email with the hotel reservation link. The deadline to complete your hotel reservation at the ATA discounted rate is **Friday, September 15**.

ATA has negotiated special discounted rates at the hotels listed below.

JW Marriott..... \$315 (single/double occupancy)  
 Marriott Austin Downtown..... \$315 (single/double occupancy)  
 Hilton Austin..... \$315 (single/double occupancy)

Nightly rates may increase with additional occupancy and do not include taxes and fees, which are subject to change without notice.

**A deposit equal to one night's room and tax is required and will be charged by the hotel on or after September 15.**

**If you require assistance or need to make changes to your hotel reservation** (arrival/departure/cancellation), please contact ConferenceDirect at (833) 638-6496 or [MCE@conferencedirect.com](mailto:MCE@conferencedirect.com), Monday – Friday, 9am – 8pm (EST). ConferenceDirect will charge a \$30 cancellation fee for all hotel reservation cancellations. Should you cancel, this charge will appear on your credit card statement as "CONFIRECT\*ATAMCE23."

**If you are interested in reserving a suite, send your request, including stay dates and hotel name, to Marsha Barninger, Director, Registration & Housing, MCE at [mbarninger@trucking.org](mailto:mbarninger@trucking.org).**

## CHANGE, SUBSTITUTION & CANCELLATION POLICY

**ALL** change and cancellation requests require written notification. Send all written notifications to [registrations@trucking.org](mailto:registrations@trucking.org). Change requests include substitutions, transfers and downgrades.

**October 2**, is the deadline for all change/substitution/transfer requests. Beginning Saturday, October 14, all requests will be accepted on-site at the ATA Registration Desk.

**October 2**, is the deadline to downgrade an Upgraded Full Conference registration to a Complimentary Partial and receive a refund. Downgrade requests will not be accepted after October 2.

**September 15**, is the deadline to cancel an Upgraded Full Conference registration and receive a refund, minus a \$200 cancellation fee. **No refunds** for registration fees will be processed for cancellations received after September 15.



If you require special assistance to participate, have dietary restrictions or food allergies, please email [EventServices@trucking.org](mailto:EventServices@trucking.org).

Persons under the age of 18 years old are not permitted in the exhibit hall (during installation and dismantle hours), business and educational sessions, or social events (except for the entertainment portion of the Annual Banquet). We thank you for your cooperation.

By registering for the American Trucking Associations (ATA) MCE, you consent to be photographed/videoed/recorded, and agree to the following statement: *I hereby grant ATA, the irrevocable and unrestricted right to use and publish photographs/videos/audio recordings/likenesses of me in which I may be included for advertising, marketing, promotional or any other purpose and in any manner or medium.*