

# CONFERENCE REGISTRATION

**In order to attend ANY conference activities you must be registered.**

Full Conference Registration **includes** all ATA MCE Activities (Business & Educational Sessions, Exhibit Hall, Opening Reception, all Food Functions inside and outside the Exhibit Hall, and the Annual Reception & Banquet with Entertainment).

## 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.

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 the 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 email required for Spouse Program communication.

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

By registering for ATA's 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.*

## REGISTRATION PAYMENT

**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 Expires: \_\_\_\_\_

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

Name as it appears on card: \_\_\_\_\_

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

**Register online at**  
<http://mce.trucking.org>  
 It is the fastest and easiest way to register for ATA's MCE!

IMPORTANT DEADLINES
Discounted Hotel Rate September 15
Registration Cancellation September 15
Name Change & Substitution October 2

REGISTRATION RATES
<b>Please check ONE box:</b>
<b>ATA/MSA Member</b> ..... \$1,150
Spouse ..... \$750
Per Couple ..... \$1,900
<b>Non-Member</b> ..... \$1,800
Spouse ..... \$1,250
Per Couple ..... \$3,050
<b>*First-Time Attendee</b> .... \$1,050
Spouse ..... \$625
Per Couple ..... \$1,675
<small>*First-Time Attendees qualify for a special discounted rate. Requests to receive the First-Time Attendee promotional code can be sent to Marsha Barninger at <a href="mailto:mbarninger@trucking.org">mbarninger@trucking.org</a>. The code must be entered on the Payment page when registering online.</small>

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

## IMPORTANT INFORMATION

### REGISTRATION PROCESSING

#### ONLINE:

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

#### 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) 758-1396 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 and transfers.**

**CHANGES:** Monday, October 2 is the deadline for change/substitution/transfer requests. Beginning Saturday, October 14 changes can be requested onsite at the Registration Desk.

**CANCELLATIONS:** Friday, September 15 is the deadline to cancel a registration and receive a refund less a \$200 per person administrative 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).