

## Chicago Conference Information Letter

It's almost time to head for the Windy City of Chicago! We are delighted that you will be attending the 50<sup>th</sup> NACBA National Conference in Chicago. The following information should help you in your preparations for this important event.

To review your meeting registration, please log in to our online system. Go to [www.nacba.net](http://www.nacba.net) and click on the *Member Login* link. Once logged in, you will see *Events for Which You Are Currently Registered*. Click on the event number to the left of "NC2006 - Chicago 2006 Conference," and you will see a list of every ticket purchased and every workshop for which you pre-registered. There is a button on this page for printing a confirmation. If this information is incorrect, please contact Tammy Mirau at the National Office at (800) 898-8085 or Fax: (972) 699-7617 or e-mail: [tammy@nacba.net](mailto:tammy@nacba.net).

### Hotel Check-in:

For those staying at the Hyatt, the front desk is located on the Blue level of the hotel. After entering through the main entrance, take the escalator up one level to the front desk.

### Conference Check-in:

Conference registration will be open beginning at noon on Monday, July 24. The registration desk is located in the foyer to the Grand Ballroom located on the Gold level of the Hyatt. **After registering, be sure to have your picture taken by Olan Mills for the photo/membership directory.**

### Tuesday Conference Opening:

Chicago hospitality awaits you. Kick off our fun and exciting week with an early visit to the exhibit hall on Tuesday evening at 6:00 p.m. The exhibit hall is in the Riverside Center located on the Purple level. Fun is in store with our exhibit hall "Monopoly – Chicago Style" game hosted by over 150 church supply and service vendors! Pick up your game card when you register and collect a sticker when you visit the booth of one of our friendly vendors. When you have collected twenty-eight stickers, sign your game card and it will be included in drawings for wonderful prizes being donated by our exhibitors. Special drawings will be held on Wednesday and Thursday afternoons, with a number of **grand prizes...such as Cubs tickets...** being awarded each afternoon. Look for the signs giving the drawing times. Some denominational groups have receptions beginning at 5:30 p.m. and the exhibit hall opens at 6:00 p.m. **The Opening Event is a seated dinner in the exhibit hall. There are two seatings for the dinner, one at 6:00 and one at 7:30 p.m. Be sure to check the time assigned to you at registration.** The seated dinner for weary travelers (and hungry golfers) will include Chicken Vesuvio, red new potatoes, and a Vegetables Batonnet. An array of tortes and cakes will be available at buffet stations around the exhibit hall.

### First-Timers:

If this is your very first NACBA national conference, please join us for the **First-Timers Orientation on Tuesday, July 25 at 3:30 p.m. in Regency D on the Gold level in the West Tower.** This is "come as you are," so if you've been traveling all day and feel a bit haggard, no problem, just show up in your travel attire. You will have time to freshen up before the Opening Celebration Party at 6:00 p.m. **Please note:** If your spouse/children are coming with you to the conference and want to accompany you to any meal/event functions you will need to purchase extra meal tickets for them prior to arriving at the conference. **THERE WILL BE NO TICKETS SOLD AT CONFERENCE. July 14 is the last day tickets may be purchased.** (see order form)

### Closing Event:

NACBA's 50<sup>th</sup> annual conference will conclude on July 29<sup>th</sup>, with Chicago's Venetian Night on the Lakeview Terrace Rooftop at Navy Pier. It will be a private event featuring both good food and good entertainment. Three food stations will each offer a different "Taste of Chicago." The music group PROSPERITY will be performing as the sun sets to the west on that Saturday night and the Venetian Night fireworks show helps us conclude this magnificent 50<sup>th</sup> celebration.

**Special Recognitions:**

The ceremony for the **new FCBA's and FCBA's being recertified** is being held on **Wednesday morning, July 26<sup>th</sup>** at 8:45 a.m. during the General Session. If you are in this Certification/Recertification Class of 2006 or are a center director, the rehearsal for the ceremony will take place at 8:00 a.m.

The ceremony for our special awards recipients will be held during the 50<sup>th</sup> Celebration Banquet on **Friday night July 28<sup>th</sup> at 7:00 p.m.**

**Golf Tournament:**

For those of you who signed up to play golf on Tuesday, July 25<sup>th</sup>, the bus will depart from the Hyatt at 6:30 a.m. and play will begin at 8:00 a.m. It's not too late to register to play, but don't delay!

**Weather and Clothing:**

Casual wear is the order of the day. The dress for this conference is pretty much casual from start to finish, such as wearing your NACBA logo shirt to the opening and closing events. Those being certified or receiving awards may want to be more dressed up, though it is not necessary. That is a personal decision. The 50<sup>th</sup> Celebration Banquet on Friday night and the denominational banquets tend to be coat and tie, but that is certainly not mandatory. The average high temperature for July is 84 and the average low is 66, so dress accordingly. **Please note:** Satisfactory meeting room temperature is difficult to maintain. Always bring a jacket or sweater to ensure comfort.

The NACBA Resource Center will be selling logo shirts, so go by and pick up some. Be sure and wear your NACBA logo products at the closing event at Navy Pier.

**Getting Around:**

*Transportation from either O'Hare or Midway Airports:*

*Shuttle*—Make a reservation with **Continental Airport Express** online at <http://www.hudsonltd2.com/cgi-bin/cae1/res?USERIDENTRY=NACBA&LOGON=GO&> or by calling (888) THE-VAN. If you make your reservation online, you will receive a \$3.00 Round Trip discount.

*Train*—You may ride the "EL" from either airport to a stop near the Hyatt. Instructions and directions are available at <http://www.nacba.net/conference/2006/train.htm>.

*Driving to Chicago*—Maps and directions are available at <http://chicagoregency.hyatt.com/hyatt/hotels>. The Hyatt is located at 151 E Wacker Dr.

**Workshops, General Sessions, and Expo 2006:**

The conference notebook is your guide to all the daily activities. Keep your notebook close by at all times! **Please silence all pagers and cell phones while attending the workshops and general sessions.** Expo 2006, in the exhibit hall, will open Tuesday evening at 6:00 p.m.

**Family Activities:**

There will be a **Spouse and Family Activities Orientation on Wednesday, July 26<sup>th</sup> at 10:30 a.m.** in **Grand B**. Door prizes will be awarded. Learn about what to do in the Chicago area.

**Breakfasts in Chicago:**

The basic conference registration for Chicago includes no breakfasts, but there are plenty of options both inside the Hyatt and inside the "tunnel" system connected to the Illinois Center. Your conference notebook will contain a list of the eateries located in the Illinois Center such as Starbucks, McDonalds, Dunkin Donuts, just to name a very few.

**Extra Meal Tickets:**

**Extra meal tickets must be purchased on or before July 14<sup>th</sup>.**

Your registration includes one set of meal/special event tickets (indicated by asterisk on order form) for you; however, you will need to purchase extra tickets for the meals/special events for your spouse, children, etc. if they plan to attend. **NOTE: All extra tickets must be purchased on or before July 14<sup>th</sup>.** The hotel must have the meal count prior to the conference.

There will be a ticket exchange for the closing event in order to get the most accurate headcount possible. **The closing event ticket(s) included in your registration packet must be exchanged for the real ticket(s) by 4 p.m. Wednesday, July 26<sup>th</sup>.**

**If you have registered for the United Methodist or Presbyterian functions** your registration fee covers your meals, but you must purchase any extras for spouse, children, etc. **There are a limited number of tickets available for the two cruises, so be sure to get extra tickets now.** If you registered for **NACBA/UMACBA or NACBA/PCBAA** all meals/special events are covered from the Tuesday opening celebration through the Saturday closing event. If you registered for **UMACBA only** or **PCBAA only** your meals are covered from Tuesday's opening event through Thursday dinner.

**Daily registrations include lunch for that day only.**

**NACBA is not responsible for lost meal tickets.**

**The last day to order extra tickets is Friday, July 14<sup>th</sup>. NO EXTRA MEAL/EVENT TICKETS CAN BE PURCHASED ON SITE.**

**Fax this form to 972-699-7617.**

Your Name \_\_\_\_\_

Payment Processing:

\_\_\_AmEX \_\_\_Visa \_\_\_MC \_\_\_Discover

Card Number \_\_\_\_\_

Exp. Date \_\_\_\_/\_\_\_\_

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

Card Billing Address \_\_\_\_\_

Card Zip Code \_\_\_\_\_

Signature \_\_\_\_\_

<b>Extra Tickets</b>				
<u>Event</u>	<u>Price</u>	<u>Quantity</u>	<u>Total</u>	
<b>Tuesday, July 25</b>				
Golf Tournament (handicap ____)	\$99	_____	\$ _____	
AGCAA lunch	\$40	_____	\$ _____	
* Opening Event in Exhibit Hall	\$49	_____	\$ _____	
<b>Wednesday, July 26</b>				
* Lunch	\$32	_____	\$ _____	
LCBAA Dinner	\$50	_____	\$ _____	
PCBAA Dinner Cruise	\$95	_____	\$ _____	
SBCBAA Dinner	\$50	_____	\$ _____	
UMACBA Cruise	\$50	_____	\$ _____	
<b>Thursday, July 27</b>				
* Lunch	\$32	_____	\$ _____	
PCBAA Dinner	\$50	_____	\$ _____	
UMACBA Dinner	\$54	_____	\$ _____	
<b>Friday, July 28</b>				
* Lunch	\$36	_____	\$ _____	
* 50th Anniversary Banquet	\$65	_____	\$ _____	
<b>Saturday, July 29</b>				
* Lunch	\$39	_____	\$ _____	
* Party - Navy Pier-adult (over 14)	\$70	_____	\$ _____	
Party - Navy Pier-child age 5-14	\$30	_____	\$ _____	
Party - Navy Pier-child 0-4	n/c	_____	\$ _____	
			<b>Total</b>	<b>\$ _____</b>