

Registration Information

3 Ways to Register

VIA FACSIMILE..... 443-535-4055

ONLINE..... www.nsh.org

VIA MAIL NSH, 10320 Little Patuxent Parkway, Suite 804, Columbia, MD 21044

IN PERSON

If you are unable to register before September 1, 2008 register on-site at the Registration Desk. Please note that registering onsite requires a \$70.00 registration fee for NSH members and a \$130 registration fee for non NSH members.

PAYMENT

Payment in full is due with your registration - this includes the registration fee & all workshop fees.

REGISTRANTS CAN PAY BY:

1. Check made payable to the National Society for Histotechnology (Canadian and Foreign checks must be paid in U.S. Funds drawn on a U.S. Bank.)
2. Credit Card (Visa, MasterCard, American Express)
3. Fully Executed Purchase Order – a copy of the purchase order must accompany your registration form.
4. Money Order

Please note – NSH will not register attendees for any workshops until payment is received in full.

STUDENT DISCOUNTS

Reduced fees are provided to students enrolled in an accredited school of histotechnology. Signature of program director is required on the registration form.

Half Day=\$20 Full Day=\$40

REASONABLE ACCOMMODATION REQUESTS

If you wish to register for the Convention and you have an accommodation request or special need (physical limitations, dietary restrictions, etc.) please submit your request in writing at the same time you submit your registration form. Attendees in need of special services must register early. Registrations for the hearing impaired will require special coordination to ensure interpreters are available.

BADGES

Attendees registering in advance may pick up their badge & welcome packet at the NSH Registration Desk in the David L. Lawrence Convention Center. Attendees will not be allowed to pick up other attendee badges/materials.

CONFIRMATION LETTER

You will receive a confirmation letter via email once you are registered for the convention. If you have not received a confirmation letter within three weeks of submitting your registration, please contact an NSH staff member at 443-535-4060.

CANCELLATIONS/SUBSTITUTIONS

All cancellations must be received in writing by August 15, 2008. Cancellations received in writing by this date will be charged the Registration Fee but all workshop fees will be refunded. Banquet tickets are nonrefundable. Cancellations received after August 15, 2008 (without provisions for a substitute) and no-shows are responsible for all convention fees. Cancellations will not be accepted by phone. Please note: Cancellations, for any reason, will not be accepted for persons registering after the deadline of August 15, 2008. Substitutions will be accepted at any time, at no additional charge.

REIMBURSEMENTS

No cash exchange or refunds are provided on-site. Reimbursements are processed after the conclusion of the convention and will be sent to the payer.

