

Important Information

Registration to ACC.06 includes access to ACC.06 events only. Registration for i2 Summit includes access to both i2 Summit and ACC.06 events.

ACC.06 and i2 Summit Registration Instructions

We encourage you to take advantage of online registration for quick, convenient registration and the most up-to-date information on housing. Go to www.acc.org. Register online at www.acc.org or call (800) 650-6870 between 8 a.m. and 5 p.m. CST, Monday – Friday. Outside the United States and Canada, call (847) 940-2155.

ITS processes hotel reservation requests on a first-come, first-served basis.

ITS mails general meeting information, badges and tickets to advance registrants approximately three weeks before the meeting. The ACC provides the *Final Program* and portfolios on site.

You must show a photo ID in order to pick up badges on site. Have your photo ID available.

Follow these instructions when completing the forms on pp. 19-20:

Name/Mailing Address (Section 1)

Address changes will be used for meeting materials only. Permanent address changes must be made with the ACC Resource Center at (800) 253-4636, ext. 8603, or (301) 897-2694.

Badge Information (Section 2)

Indicate preferred name or nickname and degree for badge. The information will appear on the badge exactly as written. Due to space limitations, please list only one degree.

Family Member (Section 3)

Spouses and other family members 12 years and older must register at a fee of \$65 to receive a family member badge, which allows entry into the Exposition and Poster sessions. Family member registrations must be accompanied by a professional registration. Complete Sections 3 and 9 to register and receive a badge.

Note: Professionals who wish to attend education sessions and/or receive CME credit must register in a professional category.

Registrant Profile (Section 6)

Please complete this section of the registration form or your registration will not be accepted.

Hotel Reservations (Section 7)

The ACC has worked to provide ACC.06/i2 Summit registrants with a wide selection of quality hotel rooms with competitive rates near the Convention Center and other Atlanta locations.

Individuals requiring hotel reservations must register for ACC.06/i2 Summit. If requested hotel selections are no longer available at the time of booking, ITS will confirm reservations as close to preferred accommodations as possible. Hotels will not accept reservations directly for rooms before Monday, Feb. 27, 2006.

Special Needs (Section 8)

Please indicate special needs (hotel accommodation, transportation, wheelchair, etc.).

Registration Categories (Section 9)

Check category from the following. Note that additional demographic information within each category is requested on the registration form. For example, please indicate M.D., D.O., or Ph.D. when registering as a member.

ACC Member

Member, Associate Fellow, Fellow, Master, M.D., D.O., Ph.D.

ACC International Associate

International Associate members

ACC Cardiac Care Team Member

Registered Nurse, Nurse Practitioner, Clinical Nurse Specialist and Physician Assistant members

ACC Member Fellow in Training

Physicians who are members of the ACC through their enrollment in a cardiovascular training program

Scientific Session Abstract Presenter

Any attendee who will be attending and presenting an abstract (oral or poster)

Nonmember M.D./D.O./Ph.D.

Physician, Doctor of Osteopathy or Ph.D.

Nonmember Trainee/Resident

Physician enrolled in a training program but not a member of the ACC

Nonmember Nonphysician

Nonmember registration category includes the following groups: nurse practitioner, nurse, physician assistant, clinical nurse specialist, nutritionist, pharmacist, exercise physiologist, technologist and any other nonphysician health care professional.

Practice Administrator

Individual responsible for the management of cardiovascular specialist practices. Qualifying individuals include clinic administrator, personnel administrator.

Nonmedical

Individual directly employed by a health care institution, network, corporate health care provider or company whose primary job function is ancillary to direct health care delivery. Qualifying individuals include hospital administrator, chief executive officer, chief financial officer, chief information officer, personnel involved in commercial research and development related to cardiology, employee of an ACC.06 exhibitor, health care consultant, computer analyst, purchasing agent or consultant, corporate or executive manager.

Exhibits-Only (no CME credit)

Fee admits registrants to Exposition Saturday, Sunday, Monday and Tuesday. To qualify for this category, individuals must be eligible to register in a professional category.

One-Day

Fee admits registrants to Exposition and any education sessions held that day.

You must be registered for ACC.06 to purchase a one-day pass to i2 Summit.

Optional (Section 10)

For the Fellows in Training Forum, please indicate your participation.

Meals served during ACC.06/i2 Summit are designed to be low in fat and cholesterol. Individuals with special dietary needs should select one of these alternate meals: vegetarian, Kosher or fruit. Preferences not stated in advance may not be honored on site.

Hotel Deposit (Section 11)

A \$250 per room deposit is required. Submit payment with registration fees: \$500 deposit for one-bedroom suite, \$750 for two-bedroom suite.

Payment (Section 12)

The registrant MUST pay fees or charges connected with payment. Registration fees and the hotel deposit will be charged to the credit card immediately. Wire transfers will not be accepted.

Accommodations

Hotel accommodations may be reserved through ITS until Feb. 14. The list of participating hotels is on pp. 16 – 17. You must register for the meeting before making hotel reservations through ITS. ITS processes hotel reservations on a first-come, first-served basis.

Confirmations

If you pay for your registration online, you will receive an acknowledgement as soon as you complete your transaction, complete with an ID number.

Confirmations will be e-mailed if an e-mail address is provided with registration materials. If there is no e-mail address provided, the confirmation letter will be faxed or mailed within 72 hours.

International Registrants

Visa processing may require long lead times. Please plan accordingly! Request Letters of Invitation for visa purposes through the ACC Resource Center, (800) 253-4636, ext. 8603, or (301) 897-2694.

Registration Cancellations, Substitutions and Refunds

All requests for refunds will be processed, less a \$50 administrative fee. Registration fees are non refundable after Feb. 14, 2006. Badges, tickets and a written request must be received by ITS no later than Feb. 21, 2006.

If you must cancel your registration, you cannot transfer or substitute another name.

In cases of emergency, refunds will be considered on a case-by-case basis. These requests must be received in writing no later than 90 days after the meeting. Refunds requested after June 12, 2006 will not be honored.

Family member registrant cancellations will be assessed a \$20 fee.

Group Registrations

If you are registering and housing a group of more than 10 people, please contact the ITS Group Coordinator at (800) 650-6870 or (847) 940-2155. A special Group Registration Form with accompanying guidelines and instructions will be sent directly to you.

PROGRAM PRESENTERS

ACC.06/i2 Summit abstract presenters should register in the Scientific Session Abstract Presentation category (see p. 20). Registrations will not be accepted in this category until Dec. 19, 2005.

Abstract presenters who wish to register and secure housing before abstract notification should register in the appropriate category (member, nonmember, etc.) and request a refund of overpaid fees if their abstract is accepted. Please allow four to six weeks for refunds to be processed.

Refunds for abstract presenters who register on site will be processed after April 3, 2006. No refunds will be processed after June 15, 2006.

ACC.06/i2 Summit structured session faculty should register in the appropriate category (see registration categories pp. 14 – 15). The registration fee for structured session presenters is waived.

ALL presenters must register online or complete a registration form to obtain a hotel reservation and meeting badge.

Hotel Changes and Cancellations

All changes and cancellations in hotel reservations must be made through ITS by Feb. 21. ITS or the hotel will issue hotel deposit refunds. Beginning Feb. 27, changes and cancellations must be directed to the hotel, and the hotel will refund deposits. Cancellation notices received by the hotel up to seven days before scheduled arrival date will result in refund of the deposit. The hotel reserves the right to retain an administrative fee for processing the refund. Cancellations received seven or fewer days before scheduled arrival will result in forfeiture of the full deposit. When canceling a reservation by telephone, record the date, cancellation number and the name of the person accepting the cancellation. On site, if changes in accommodations are made after the hotel cancellation deadline, the deposit will be forfeited.

Security

All attendees will be required to show a photo ID at the registration counter in Atlanta. The ACC is requiring ID to protect your safety. Please be prepared.

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