

2015 MPF Convention Registration & Hotel Reservations

The hotels will not accept any reservations directly. You must go through Visit Saint Paul Housing Bureau to reserve your room.

NEW: Registration & Hotel Reservations are combined into one online system - making it an easy one-stop shop for attendees to take care of registration and hotel reservations.

- All attendees will be required to pre-register **BEFORE** booking hotel rooms. (Full registration details - page 10-11)
- If you do not need a hotel room, you may decline the hotel reservation component at the end of the online registration system and continue to the payment screen.
- Name changes on both registration and hotel reservations will be accepted until February 15, 2015.

REGISTER & BOOK YOUR HOTEL ROOM TODAY!



<http://midwestpoultry.com/attendees/registration/>

DEADLINE: FEBRUARY 2, 2015 (hotel)
FEBRUARY 15, 2015 (reg)

For BEST availability, please register & book hotel rooms ONLINE. To take advantage of the special, discounted room rates, all reservations must be made online through the MPF and the Visit Saint Paul Housing Bureau. Please do not call the hotels directly.

Hotel reservations are only taken online.

For requests of 6 or more rooms or to reserve hospitality suites, please contact Lara Durben at MPF for assistance: 763/682-2171 or email ldurben@midwestpoultry.com.

MPF's special rates are available March 17-19, 2015. (Please note, early arrival rooms on March 15-16 are in limited supply and may not be available at all hotels.)

NCADC attendees: Please email ldurben@midwestpoultry.com with your room needs for March 15, 16 and 17 if you are having difficulty booking your rooms online.

A map showing hotel locations is printed in this brochure and also available at <http://midwestpoultry.com/attendees/hotel-reservations/>

SPECIAL RATES HAVE BEEN ARRANGED AT THE FOLLOWING HOTELS:																
Hotel	Single/Double Rate (1-2 people)	Triple Rate (3 people)	Quad Rate (4 people)	Cancel Policy	Restaurant	Valet Parking**	Self-Parking**	Parking Ramp Clearance	Voice Mail	Data Ports	Wi-Fi	Business Center	Room Service	Coffee Maker	Fitness Center	Indoor Pool
Crowne Plaza Riverfront Hotel*	\$138	\$148	\$158	March 12	1	No	Yes-\$17	5'9"***	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
DoubleTree by Hilton Hotel	\$129	\$139	\$149	March 12	1	No	Yes-\$15	7'	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Holiday Inn Saint Paul Downtown*	\$123	\$133	\$143	March 12	1	No	Yes-\$15	7'	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
The Saint Paul Hotel**	\$179	\$195	\$210	72 hrs.	2	Yes-\$18+	Yes-\$18	6'2"	Yes	Yes	Yes	Yes	Yes	Yes-by request	Yes	No
Embassy Suites Saint Paul-Downtown* b	\$162	\$172	\$182	72 hrs.	1	No	Yes - \$15	surface lot	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

* Limited # of rooms available ° The Saint Paul Hotel offers mostly king rooms with limited 2-bed rooms °Rate includes cooked-to-order hot breakfast daily & evening manager's reception
 ** Rates subject to change include 13.625% state and city room tax. Parking is not included. Parking rates listed above are per day and are subject to change.
 *** Clearance listed is for Crowne Plaza ramp. Capitol City Plaza Parking Ramp across street from Crowne has clearance for taller vehicles.

OTHER HOTEL OPTIONS: For those looking for lower room rates, MPF has contracted with two hotels in Saint Paul and Oakdale (approximately 5-8 miles from downtown Saint Paul). Free shuttle service will be available on March 17-19 from these hotels to the Saint Paul RiverCentre. For special booking instructions via phone for these hotel options, visit: www.midwestpoultry.com/hotel-reservations/.

IMPORTANT HOTEL INFORMATION:

In order to process your hotel request, you must supply the Visit Saint Paul Housing Bureau with a credit card number and expiration date to guarantee your reservation. Only credit card guarantees will be processed. Credit card must be valid through dates of the event.

HOTEL CANCELLATION POLICIES - IMPORTANT (THESE VARY):

Crowne, DoubleTree by Hilton (formerly Hilton Garden Inn) and Holiday Inn - reservations cancelled after March 12, 2015 at 11:59 p.m. will be charged one night's room rate + tax. (No penalty for reservations cancelled prior to March 12.)

The Saint Paul Hotel and Embassy Suites - reservations cancelled less than 72 hours prior to day of arrival at 4:00 p.m. will be charged one night's room rate + tax. (No penalty for reservations cancelled up to 72 hours prior to arrival date.)

HOTEL RESERVATIONS

Reserve early! Only a limited number of rooms are available at the special, discounted rates and availability cannot be guaranteed.

Deadline to reserve your room(s): February 2, 2015
Please be aware rooms sell out quickly so MPF recommends you book your room(s) through the online system as soon as possible.

Room reservations will **NOT** be accepted directly by the hotels listed.

Prices do not include, taxes, parking, energy surcharges or other fees charged by the hotels.

Special requests cannot be guaranteed.

HOTEL CHANGES/CANCELLATIONS

ALL CHANGES AND CANCELLATIONS through February 2, 2015 must be made directly through the Visit Saint Paul Housing Bureau or MPF. This can be done by email or phone. Beginning February 9, 2015, all changes and cancellations must go directly through the hotels.

At the Crowne, DoubleTree by Hilton and Holiday Inn, reservations cancelled after March 12, 2015 beginning at 11:59 p.m. will be charged one night's room rate + tax. (For reservations cancelled prior to March 12, there is no penalty.) **At The Saint Paul Hotel, reservations cancelled less than 72 hours prior to day of arrival at check-in time of 4:00 p.m. will be charged one night's room rate + tax.** (For reservations cancelled up to 72 hours prior to arrival date, there is no penalty.)

Failure to arrive on your confirmed arrival date will result in forfeiture of first night's room charge plus tax and loss of your room for the entire stay.

RESERVATION ACKNOWLEDGEMENTS by EMAIL

Hotel reservation and registration acknowledgements will be provided to you from MPF via email.

Your acknowledgement # from MPF will NOT match the hotel's confirmation # for your reservation. The hotels will send/email separate confirmation #'s to you in March.

If you do not receive an email acknowledgement immediately after making your reservation online, please check your spam and/or junk email folders. If you still can't find it, email info@midwestpoultry.com or info@visitsaintpaul.com as soon as possible.

Refer questions to:

Midwest Poultry Federation
763/682-2171
info@midwestpoultry.com

Pre-Registration Info

NEW: Registration & Hotel Reservations are combined into one online system - making it an easy one-stop shop.

- All attendees will be required to pre-register **BEFORE** booking hotel rooms.

**For BEST availability, register & book your hotel room ONLINE beginning December 4.
Deadline to pre-register: February 15, 2015.**

(Fax and mail also available)

Online

To pre-register securely online with your VISA, MasterCard or American Express:

www.midwestpoultry.com/attendees/registration

By Fax

If paying with your American Express, VISA or MasterCard, fax your completed pre-registration form to:

763/682-5546

By Mail

Send your completed pre-registration form with payment (check or credit card) to:

Midwest Poultry Federation
108 Marty Drive
Buffalo, MN 55313-9338

In Person Onsite

After February 15, 2015, you **MUST** register onsite during the following days/times (no exceptions). *Note: ALL attendee registration fees increase will onsite (see below for fee details).*

March 17 10:00 am - 7:00 pm
March 18 7:30 am - 5:00 pm
March 19 7:00 am - 1:00 pm

Credit Cards accepted: American Express, MasterCard and VISA (see registration policies below for other payment policies)

Registration Policies

- ▶ Pre-registration (online, fax and mail) ends February 15, 2015.
- ▶ After February 15, 2015, you **MUST** register onsite. No exceptions.
- ▶ Payment must accompany Pre-Registration Form. No registrations will be processed without payment.
- ▶ Credit card will be charged upon receipt of registration.
- ▶ MPF reserves the right to make any necessary corrections to your registration/fee if you register in the wrong category and pay the incorrect registration fee. You will be contacted by phone or email in the event there is a discrepancy.
- ▶ If email is provided on Pre-Registration Form, a pre-registration confirmation will be emailed to you. (Confirmations will not be sent via fax or mail.)
- ▶ Checks (personal, business, and money orders) must be payable in U.S. funds and drawn on a U.S. bank.
- ▶ Credit cards accepted via fax/mail/online: American Express, VISA and MasterCard.
- ▶ There will be no refunds or exchanges for no-shows or for those who cancel their registration after February 15, 2015.
- ▶ Fellowship Breakfast tickets are not included in registration price. You may purchase tickets separately on the Pre-Registration Form or when pre-registering online at www.midwestpoultry.com. Tickets are nonrefundable.
- ▶ Your badge(s) and Fellowship ticket(s) will be available for pick-up at the Registration Desk, beginning March 17 at 10:00 a.m.
- ▶ **North Central Avian Disease Conference (NCADC)** - Separate registration fee applies to attend these events. You may pre-register on the Pre-Registration Form on page 11 or online at www.midwestpoultry.com. (Note: You do not need to register for the MPF Convention if you are only attending NCADC.)

In the interest of ensuring everyone a safe and fun convention, all attendees of the 2015 MPF Convention are expected to adhere to the following Code of Conduct:

- ▶ Only individuals who are registered and have an official badge may attend convention events. Badges are non-transferrable.
- ▶ Photo, video and audio recording of exhibit booths or products displayed in the Exhibit Hall is prohibited without advance approval of authorized exhibiting company personnel and Midwest Poultry Federation.
- ▶ Please be respectful of all convention participants and all property belonging to the Midwest Poultry Federation, Saint Paul RiverCentre, GES Exposition Services, exhibiting companies and other attendees.
- ▶ When attending the workshops/presentations, please keep conversations/volume to a minimum and make sure your cell phone is turned to silent/vibrate mode out of courtesy to presenters.

MPF reserves the right to deny access to the convention at its discretion. Saint Paul RiverCentre, in consultation with MPF, reserves the right to remove persons from the facility at its discretion.

Registration Categories/Fees

There are four attendee registration categories. Registration fee includes access to Exhibit Hall, all educational sessions listed on page 3, and admittance to the Pre-Show Nutrition Symposium and Welcome Reception. (See page 4 for registration fees for North Central Avian Disease Conference, which is in addition to the MPF registration fees listed below.)

❶ Allied (non-exhibiting)

\$150.00 if pre-registered by February 15, 2015

\$160.00 on-site registration

This category includes owners/employees of companies that provide a service or product to the poultry industry (i.e., work in an "allied industry") but do not own birds and do not raise/hatch and/or process birds.

❷ Farmer/Processor

\$25.00 if pre-registered by February 15, 2015

\$35.00 on-site registration

Attendees in this category are owners/employees of a poultry farm or poultry company that owns, processes and/or hatches birds. This category does not include anyone currently employed in an allied industry/company.

❸ University/Government/Poultry Association

\$25.00 if pre-registered by February 15, 2015

\$35.00 on-site registration

This category is for University employees, Government personnel (administration and staff of government agencies only) and employees of nonprofit/poultry trade associations. Registrants may be required to show I.D. upon check-in at registration desk.

❹ Complimentary Registration

FREE registration* provided to:

- ▶ Press Personnel
- ▶ Qualifying University Students**
- ▶ Spouse accompanying a paid registrant
- ▶ Children age 17 & under accompanying a registered parent

*Complimentary registrants will be required to show I.D. at registration.

**Qualifying University students who pre-register will receive complimentary registration. All University students must provide the name of a sponsor (i.e. professor or industry sponsor to qualify). Onsite student registration may be subject to deposit.

The 2015 MPF Convention may be recorded for publicity. Please note that as a registrant of this event, you hereby give MPF permission to publish photographs or video taken of participants during the conference.