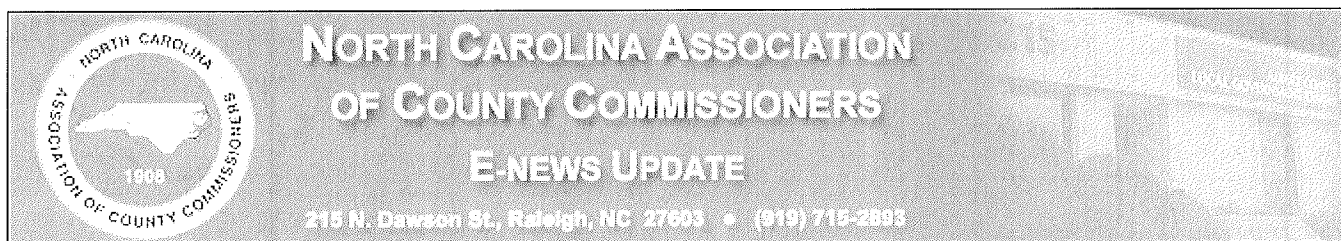


**Elizabeth Corn**

**From:** Todd McGee [todd.mcgee@ncacc.org]  
**Sent:** Monday, March 12, 2007 2:10 PM  
**To:** County Managers; Commissioners  
**Cc:** County Clerks  
**Subject:** District Meetings set, N.C. hotel announced for NACo Annual Conference, Urban Issues Forum postponed

**Association District Meetings set for April**

The Association has scheduled its annual series of District Meetings for April. The Association will be holding seven meetings throughout the state to update commissioners and county officials on the latest legislative developments in Raleigh. Please mark your calendars now. We will send out registration information early next week. Each meeting will begin at 10 a.m. and will end by 1 p.m. with a luncheon included. The dates and locations are as follows:

- April 3, 2007 – Martin County – Moratoc Park, 102 River Rd, Williamston, NC 27892
- April 4, 2007 – Jones County – Jones County Civic Center, 832 NC Hwy 58 S, Trenton, NC 28585
- April 10, 2007 – Orange County – Southern Human Services Center, 2501 Homestead Rd., Chapel Hill, NC 27516
- April 11, 2007 – Scotland County – Scotland County Government Complex, Commissioners Chambers, 1405 West Blvd., Laurinburg, NC 28352
- April 20, 2007 – Caldwell County – J. E. Broyhill Civic Center, 1913 Hickory Blvd., SE, Lenoir, NC 28645
- April 24, 2007 – Jackson County – Justice and Administration Building, Room 220, 401 Grindstaff Cove Rd., Sylva, NC 28779
- April 26, 2007 – Rowan County – Emergency Operations Center, 2727 Old Concord Rd., Salisbury, NC 28147

**NACo Annual Conference Registration Opens – North Carolina hotel announced**

Registration for NACo's Annual Conference, which will be held July 13-17 in Richmond, Va., has begun. The North Carolina president's suite will be in the Crowne Plaza Richmond Hotel. If you cannot get into the Crowne Plaza, use the Omni Richmond as the second choice. Please fill out the attached housing registration form and fax it to the NACo Housing and Registration Center as soon as you can at (919) 882-1570. We would suggest reserving rooms now because it will be much easier to cancel a room than it will be to get a room later.

<https://www.exposoftevents.com/secure/shows/NACoan07/public/regfull.asp>

**Urban Issues Forum on paying for infrastructure needs has been postponed**

3/12/2007

The Urban Issues Forum scheduled for March 26 in Wake County has been postponed. The forum was to discuss infrastructure needs in North Carolina and explain some of the tools that could be available to help counties deal with growing infrastructure needs. The Association will attempt to reschedule the one-day seminar.



You must register for the Conference in order to request a room reservation.  
Please return your hotel reservation preference with your conference registration.

Last Name \_\_\_\_\_  
 First Name \_\_\_\_\_  
 Telephone \_\_\_\_\_  
 Fax \_\_\_\_\_  
 Email \_\_\_\_\_  
 Arrival Date: \_\_\_\_\_ / \_\_\_\_\_ / 2007      Departure Date: \_\_\_\_\_ / \_\_\_\_\_ / 2007

**HOSPITALITY SUITES**

If you desire to reserve a hospitality suite, please contact the hotel directly for availability and pricing.

**SPECIAL SERVICES** (check if applicable)

Yes, I will require special assistance... Please let us know your requirements by attaching a separate sheet of paper outlining your needs.

**HOTEL PREFERENCES**

- Indicate your first choice with a "1", numbering other hotel choices in order of preference. If your first choice is unavailable, a reservation will be made at the next available selection according to your ranking. If you have not completed a ranking from 1 to 10 you will be assigned to a hotel that has availability.
- Each reservation requires a one-night deposit at the time of booking in order to secure/guarantee reservations. Please note: A one-night deposit may be charged to your credit card by the hotel at the time the reservation is made.

Please indicate your preference by numbering hotels 1 through 10.

Rank	Hotel	Single	Double
	Richmond Marriott	\$157	\$157
	Concierge Level	\$177	\$177
	Omni Richmond	\$139	\$139
	Concierge Level	\$159	\$159
	Sheraton Richmond West	\$129	\$129
	Concierge Level	\$149	\$159
	Crowne Plaza Richmond Hotel	\$132	\$132
	Concierge Level	\$152	\$152
	Crowne Plaza Richmond West	\$89	\$89
	The Jefferson Hotel	\$177	\$177
	Radisson Hotel Historic Richmond	\$109	\$109
	Richmond Marriott West	\$119	\$119
	Courtyard Richmond West	\$119	\$119
	Commonwealth Park Suites	\$115	\$115

*Note: Concierge level rooms are available on a limited, first come first served basis.*

Please check one of the following:

Single (one person)     Double (two people)

Select your preference:

King Bed                       Double Bed (2)

Non-smoking                   Smoking

Note: Your preference will be honored based on availability.

If you are requesting a Double room, please let us know your roommate's name:  
 \_\_\_\_\_

**HOTEL AVAILABILITY**

The above room rates are guaranteed until June 13, 2007, as long as there are rooms remaining in the NACo room block. After June 13, 2007, hotel room or rate availability cannot be guaranteed. Please submit your hotel reservation request as soon as possible.

**HOTEL DEPOSIT & PAYMENT BY CHECK**

The NACo Housing Center will send you an acknowledgement of your room request within two weeks of receipt of this form. A one night's room deposit is required to guarantee your room. Proper payment must be received by the hotel by June 13, 2007 or your room will be released.

If you are submitting a check to cover your deposit or payment of your stay, your check must be mailed directly to the hotel. DO NOT mail your hotel deposit check to the registration center or to NACo's office.

In early July you will receive a confirmation number from your assigned hotel. Please bring your confirmation to the hotel for prompt check-in.

**CREDIT CARD AUTHORIZATION**

Visa     MasterCard     American Express

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

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

Cardholder's Name \_\_\_\_\_

Signature \_\_\_\_\_

*The NACo Housing Center is authorized to use the above card to guarantee my hotel reservation. I understand that one night's room charge will be billed through this card if I fail to arrive for my assigned housing at the confirmed date, or if I depart earlier than I have confirmed, unless I have canceled my reservation with the hotel at least 72 hours in advance. I also understand that one night's room charge may be billed immediately to hold my reservation.*

**PLEASE RETURN YOUR COMPLETED  
CONFERENCE REGISTRATION  
AND HOUSING FORMS TO:**

NACo Conference Registration Center  
 PO Box 12862  
 Philadelphia, PA 19101-0862

Or Fax your completed form to: (919) 882-1570

On-line Registration available at: [www.naco.org](http://www.naco.org)

Questions? Please call: (866) 812-3841