

To Register

Registration for each session is limited – we've sold out early in the past, so please don't delay. Get your form in the mail today to ensure your enrollment in the session of your choice.

The deadline for receiving the \$10 early-bird discount is January 8, 2003. Registrations must be post-marked on or before January 8, 2003 to qualify. The Advance Registration deadline is January 27, 2003. Registrations post-marked after January 27, 2003 will be processed at the higher onsite rate.

To register simply fill out the advance registration form and return it to: Public Library Association, Spring Symposium Registration, 50 E. Huron St., Chicago, IL 60611. Please use this address to avoid delays. Credit card registrations also are accepted via fax, 312-280-5029, or online at www.pla.org. If you register by fax, do NOT send a duplicate by mail or you may be registered and billed twice. We're sorry but we cannot process registrations received without payment.

Written cancellations and requests for refunds and/or changes will be accepted until February 10, 2003 (date of postmark) and are subject to a \$20 handling fee. This allows us to offer slots to persons on waiting lists. Refunds will be processed after March 10, 2003. No refund requests will be accepted after February 10, 2003 (date of postmark).

For More Information

Please call the PLA office, 1-800-545-2433, ext. 5026. Our office hours are 8:30-4:30 p.m., Monday-Friday (CST). If no one is available to take your call, please leave a message on our voice mail system, and someone from the PLA staff will get back to you as soon as possible. Information about the 2003 PLA Spring Symposium and all of PLA's other programs and activities may be found on our web site (www.pla.org).

Please Note: The 2003 Spring Symposium workshops are offered on a cost-recovery basis. PLA reserves the right to cancel all or any part of this event if there is insufficient registration or for other reasons. Neither ALA nor PLA is responsible for cancellation charges assessed by airlines or travel agencies, or other losses incurred due to the cancellation of the workshops. All information listed in this brochure is subject to change.



If you have a physical or communication need that may impact your participation in the 2003 Spring Symposium activities, please contact the PLA office at the number given below. We cannot ensure the availability of appropriate accommodations without prior notification of need. Contact Melissa Faubel at the PLA office, 800-545-2433, ext. 5022, or mfaubel@ala.org to discuss accommodations, by February 5, 2003.

TDD 312-944-7298.

Hotel Registration Form

Return this form to the Palmer House Hilton Hotel, Reservations Dept.
17 E. Monroe St., Chicago, IL 60603. Do not send hotel reservation form to PLA.

Last Name _____ First Name _____

Sharing with (list all occupants) _____

Arrival Date/Time _____ Departure Date _____

Organization _____

Street Address _____

City/State/Zip _____

Phone _____ E-mail _____

Payment Information

- Check or Money Order Enclosed (make payable to the Palmer House Hilton)
- Charge my: MasterCard VISA Optima Diners Club
 AmEx JCB Carte Blanche Air Canada
(Only valid with appropriate credit card information)

Credit Card Number _____

Card Holder's Name _____

Signature _____

Expiration Date _____

Mail to The Palmer House Hilton Hotel— Reservations Dept., — 17 E. Monroe St., Chicago, IL 60603.
Do not send to PLA.

Fax to The Palmer House Hilton Hotel — Reservations Dept. (must include credit card number) 815-673-3922

Call 312-726-7500 or 800-HILTONS

When making reservations by phone, please identify yourself as attending the 2003 PLA Spring Symposium.

Organization Public Library Association **Workshop Dates** March 6-8, 2003

Please check the room you wish to reserve

Main Hotel

- Single, 1 person \$160
 Double, 2 persons (1 bed) \$177
 Double, 2 persons (2 beds) \$177
 Additional person \$25

Towers

- Single, 1 person \$185
 Double, 2 persons (1 bed) \$202
 Double, 2 persons (2 beds) \$202
 Additional person \$25
 Non-smoking room
 Handicapped access room
(please explain)

If rate requested is not available, the hotel's most available rate will be assigned; rates are subject to applicable taxes. No charge for children under 18 occupying same room as parents.

Accommodations will not be confirmed without a check for the first night's room plus tax, or use of one of the credit cards listed to the left, to guarantee your reservation. You will be charged for the first night if reservations are not canceled within 72 hours prior to arrival. Please make your reservations as early as possible to be certain of accommodations in the workshop hotel.

Please Note: The hotel will charge a \$50 early departure fee if your departure date changes after check-in. Please verify your arrival/departure dates at check-in to avoid this fee.

DO NOT SEND THIS FORM TO PLA. RETURN THIS FORM TO THE PALMER HOUSE HILTON HOTEL, RESERVATIONS DEPARTMENT.

ALL REQUESTS FOR HOUSING AT THE PLA SPRING SYMPOSIUM MUST BE RECEIVED BY JANUARY 27, 2003.