

Workforce Development Regional Training *Enhancing Correctional Industries' Role in Reentry*

May 23-25, 2011

Las Vegas, NV

Hosted by Silver State Industries

Official Registration Form

Registration deadline is May 6, 2011. Registration is FREE!

Training will be held at Silver State Industries' headquarters and will run from 8:00 am – 5:00 pm each of the three days (May 23, 24 and 25). Shuttling to and from the training and hotel will be provided by SSI.

Please type or print clearly:

Attendee Name: _____

Attendee Title: _____

Agency: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

Please fax your completed registration form to **410-230-3981** or e-mail to gina@nationalcia.org

You may mail your completed registration form to: NCIA, 1202 N. Charles St., Baltimore, MD 21201

Attendees will be responsible for all travel/per diem/hotel-related costs.

PLEASE NOTE: Lunch will be delivered to the SSI Training Room each day on Monday, Tuesday and Wednesday at the expense of the registrant. Included with your registration confirmation will be a "Lunch RSVP" form which you will be asked to complete so that you can order and pay for your lunches one week prior to the conference. (Breakfast and dinner are on your own.)

HOTEL INFORMATION:

The Orleans Hotel
4500 West Tropicana Avenue
Las Vegas, NV 89103

Training participants can make their hotel reservations online or by phone but must do so **no later than May 6, 2011**. After this date, rooms may not be available at the reduced group rate, so attendees are strongly encouraged to make room reservations early.

- To reserve rooms online, visit www.orleanscasino.com/groups. **NCIA's Group Identification Code is 1NCIC05.**
- To reserve rooms via phone, please **call the Hotel's Reservations Department at 800-675-3267.**

Attendees should be sure to identify themselves as part of the National Correctional Industries Association Group in order to receive the Group Rate of \$32/night plus 12% room tax and a \$6/day resort fee per night. Additionally, guests will be charged a bellman gratuity fee of \$4.50 for arrival and departure. Please be aware that the hotel will charge attendees' credit cards immediately at the time of reservation in order to secure the first night deposit. In addition, the hotel may require attendees to post a \$100 security deposit via credit card upon arrival to secure the individual room account. Check-in time is 3:00 pm. Check-out time is 12:00 noon. The Orleans Hotel requires a 72-hour notice for cancellations in writing. Rooms released less than 72 hours prior to arrival date as well as no-shows will be subject to a cancellation penalty equivalent to the first night's room and tax.

