



Instructions for conference attendees to make hotel reservations using the group block:

Reservations for Friday April 21 and Saturday April 22, use the **hotel block link** on the conference website: <https://book.passkey.com/gt/218483736?gtid=f1f6029994dbc8cfd979f0c1eab032c9>

For anyone experiencing difficulty booking for more nights than Friday April 21 and Saturday April 22, go ahead and book as above for Friday April 21 and/or Saturday April 22. This will provide you a **Reservation Confirmation Number**. E-mail Bryan Abadrabo at Bryan.Abadrabo@hilton.com and let him know what additional days you desire. Please be sure to include the name the reservation was made with and the **Reservation Confirmation Number**. If the hotel has rooms available for the requested dates, your reservation will be adjusted accordingly, and you will receive the same group room rate for all dates.

* If for some reason you are not able to attend, do not call the Hilton to cancel your reservation. Please contact Jami and let her know. E-mail is preferred, jami@nsaa.net but you can also call the NSAA office at 855-270-6722. Jami will arrange for your reservation to be transferred to someone who needs rooms. If a reservation is cancelled, it removes those rooms from the conference block.

Jami Gegenheimer, CAP

NSAA

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