



**Central Office & Information Technologies Seminar**  
 November 8 & 9, 2023  
**Best Western Plus Agate Beach Inn**  
**3019 North Coast Highway – Newport, OR 97365**

**REGISTRATION INFORMATION**

Please submit your seminar registration no later than Wednesday, October 18, 2023 by 5:00 p.m.

Register one of three ways! **Online** at [www.ota-telecom.org/events](http://www.ota-telecom.org/events) | **Email this form** to [mjundt@ota-telecom.org](mailto:mjundt@ota-telecom.org) | **Mail the following form with a check** to: **OTA** ▪ 1149 Court St., NE ▪ Salem, OR 97301

Member Registration (includes other State Associations Service Provider employees)	\$ 350.00
Member Exhibit fee per table (in addition to seminar registration fee)	\$ 100.00
Member Exhibit fee; additional table at discount of 50%	\$ 50.00
Guest Meal Pass (guest of a paid attendee OR for the third/more attendee representing an exhibiting company)	\$ 150.00
Sponsorship -- Refreshment Break	\$ 500.00
Sponsorship -- Evening Welcome Reception	\$ 750.00
Sponsorship -- Buffet Meal	\$ 1000.00
Sponsorship -- General	\$ 300.00
Non-Member Registration	\$ 450.00
Non-Member Exhibit fee per table: (in addition to non-member seminar registration fee)	\$ 150.00
Late Registration Fee (per person) received after Wednesday, October 18, 2023	\$ 25.00

**HOTEL LODGING INFORMATION**

For hotel reservations, call 541-265-9411. Please indicate that you are with the **OTA CO-IT Seminar group**. Or find the link for web reservations on our website. **The cut-off date for making reservations is Monday, October 9, 2023.** Please make your room reservations as soon as possible to ensure access to our group room block.

Room Type	Rate Per Night
Hillside (single or double occupancy)	\$ 119.00*
Oceanview (single or double occupancy)	\$ 149.00*
<i>*All room rates are based on single or double occupancy and quoted exclusive of applicable local tax, currently at rate 13.5%. Each additional adult will be charged \$10.00 per room per night.</i>	

**SPONSORSHIP OPPORTUNITIES**

Would you like your brand to be recognized? Sponsors will be acknowledged in the printed seminar program, announced from the podium, with on-site signage and in the following issue of OTA’s quarterly eNewsletter. Thank you for your generous support! We couldn’t do this without you!

**EXHIBITOR INFORMATION**

Any additional charges for above what is normally included will be the responsibility of the exhibitor. Six-foot skirted tables and power are included in exhibit fee. The first two representatives from an exhibiting company must pay the full registration fee. The third representative and above pay only for the guest meal pass. If you will be shipping display materials or equipment to the site, please ship to arrive no earlier than one day prior to the event and arrange for items to be shipped out within one day after the event. **Ship to:** Best Western Agate Beach Inn – 3019 N. Coast Hwy – Newport, OR 97365 | Attention: OTA CO-IT Seminar (November 8-9, 2023)

**PAYMENT OPTIONS** Pay with a credit card online, mail a check with the completed form or request to be invoiced.

**PLEASE NOTE** Hotel policies require guaranteed number of attendees prior to our events. We appreciate your understanding of this. Therefore, **Cancellations made after Wednesday, October 18 and “no-shows” will be charged the full registration fee and are not refundable.**

*If you require special arrangements in order to fully participate in our event, please email us so we can discuss how to meet your needs at [mjundt@ota-telecom.org](mailto:mjundt@ota-telecom.org).*

**Please remember to bring item(s) for door prize drawing activities!**



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Contact/Billing Name \_\_\_\_\_

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Telephone \_\_\_\_\_

**ATTENDEE(S)**

Name \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_ Email \_\_\_\_\_

**EXHIBITORS**

Please indicate # of tables and whether or not you will need power to your exhibit table: # \_\_\_\_\_  Yes  No

To be considered for one of our 5-minute “Vendor Quick Topics” during seminar breaks please check this box:

These short segments are slotted at the beginning of each scheduled presentation and are assigned on a first come, first served basis and are meant to get you directly in front of the group!

**SPONSORSHIPS**

- Refreshment Break -- \$500
- Evening Welcome Reception -- \$750
- Buffet Meal -- \$1,000
- General Sponsorship -- \$300
- Other Amount -- \$ \_\_\_\_\_

**PAYMENT**

Payment enclosed: Check # \_\_\_\_\_  Bill my Company: Purchase Order # \_\_\_\_\_

• Attendee(s) Registration Fee(s) \$ \_\_\_\_\_

• Exhibit Table Fee(s) \$ \_\_\_\_\_

• Guest Meal Pass \$ \_\_\_\_\_

• Sponsorship Contribution \$ \_\_\_\_\_

• Late Fee(s) \$ \_\_\_\_\_

**Total Registration Payment** \$ \_\_\_\_\_