

SUBSTITUTION FORM

Please make special note of the important information regarding housing assignments and our new registration policy on page two of this form. Please email completed form to registration@nacds.org or fax to (703) 683-5678.

PERSON COMPLETING THE FORM:

Name: _____ Date: _____

Phone: _____ Ext: _____ Email: _____

PERSON NO LONGER ATTENDING THIS CONFERENCE: _____

Has this person left the company? Y N

NEW REGISTRANT INFORMATION:

Company: _____

Dr. Mr. Ms. Mrs. First Time Attendee Y N

Name: _____

Nickname (for Badge): _____

Title: _____

Phone: _____ Ext: _____ Email: _____

Mobile Phone: _____

Address: _____

City/State/Zip: _____

SPOUSE/COMPANION INFORMATION:

Dr. Mr. Ms. Mrs.

Spouse/Companion Name: _____

Nickname (for badge): _____

Spouse/Companion Email: _____

Spouse/Companion Mobile Phone: _____

EMERGENCY CONTACT INFORMATION:

Emergency Contact Name: _____

Emergency Contact Number: _____

SUBSTITUTION FORM (Continued)

NEW REGISTRATION POLICY

NACDS will require that all Regional Chain Conference attendees be fully vaccinated and wear a mask when appropriate. NACDS has partnered with **HealthShield** by 42Chat to collect vaccination proof and store it privately. Each registrant must complete the NACDS Vaccination Verification Form provided in their registration confirmation email and provide a mobile number, and that of their spouse/companion/children if attending. Following the completion of this form, registrants will receive a text message to the mobile phone number(s) provided with instructions on submitting your proof of vaccination. ***Failure to provide this information will prevent your attendance at the 2022 NACDS Regional Chain Conference.**

*Medical Exceptions

If you are unable to be fully vaccinated due to a medical exception, then you will only be able to attend if you provide proof of a negative COVID test taken 48 hours prior to your arrival at the conference AND wear a properly fitting face covering at all times during the conference, except when you are eating or drinking. Any unvaccinated person who does not wear a mask will surrender their right to remain at the conference.

NACDS reserves the right to alter, modify, and/or limit registration to the Regional Chain Conference based on government regulations and/or recommendations made by public health officials concerning health and safety. Any such changes will be communicated to registrants.

REGISTRATION FEES

NACDS will apply the registration fee from the prior registrant to the new registrant. It is the new registrant's financial responsibility to make any necessary accounting updates/changes to reflect the substitution with their company.

HOTEL INFORMATION

The Breakers
1 South County Road
Palm Beach, FL 33480
(561) 655-6611

The NACDS Housing Bureau deadline has passed. If you need to make a hotel reservation, make changes to an existing reservation, or cancel an existing reservation, please email Ines Bodman at The Breakers directly at ines.bodman@thebreakers.com.

The hotel requires a first and last night's deposit, which may be charged to the credit card provided as early as **Tuesday, December 21, 2021**. No refunds will be available for any cancellations, date changes or no shows after this date. If you have any questions, please contact the NACDS Housing Department at (703) 837-4301.