

2015 NRPA Annual Conference FAQs for attendees

What is the address of the Convention Center?

This year Mandalay Bay is both our headquarter hotel as well as the convention center.

3950 S Las Vegas Blvd, Las Vegas, NV 89119

(702) 632-7777

<http://www.mandalaybay.com/>

Does my registration include tickets to NRPA ticketed events?

Full Package and Young Professional Package registration rates include all education sessions, the Opening General Session, the NRPA Research Sessions, the Exhibit Hall Networking Reception, NRPA's 50th Anniversary Celebration, and the Exhibit Hall luncheon on Wednesday.

There are separate registration fees for pre-conference workshops, off-site institutes, the golf tournament, and the 5K fun run/walk. Further details can be found here:

<http://www.nrpa.org/conference2015/registration/>

Is there a retired rate?

No. NRPA does not have a retired registration rate.

Is there a discount on my hotel rate? If so, how do I receive the discount?

NRPA has contracted with a number of hotels. The best place to check out your options and availability is here:

<http://www.nrpa.org/conference2015/registration/>

Can I pay my registration fee with a purchase order?

Yes, you can pay with a purchase order. You will need the PO number and a copy of the actual PO to complete your registration. Please be sure to read our terms and policies of registration [here](#).

I attended the conference last year. Does that mean I'll receive the member rate this year?

NRPA membership is good for one year from the time you first joined.

You would need to register for this year's conference within a year of becoming a member.

Where can I find my membership ID number to register?

You can find your membership number on the mailing label of your copy of *Parks & Recreation* magazine. You can also call NRPA Customer Service at 800.626.NRPA.

I need to register five people from my agency for the conference. What is the best way to do that?

The best way to register multiple people at the same time is to be Premier! Agencies with a Premier Membership can register four people and get the fifth free with the Group Registration Form, which you can download here: <http://www.nrpa.org/conference2015/registration/>

Can we substitute someone for an existing paid registration?

Yes. To do so, please contact Wyndham Jade at 888-385-8010 or at nrpa@wyndhamjade.com. If you registered as a non-member and received a membership, then that membership will also be transferred.

Who do I make the check out to?

If you are paying by check, please make it out to "NRPA."

Where should I mail the completed registration form?

NRPA encourages participants to register electronically as it is the fastest way to complete the process and you will receive an immediate email confirmation. If you need to mail in your registration form and payment, please send them to:

NRPA Annual Conference Registration
P.O. Box 5004
Merrifield, VA 22116-5004

How much is registration? What does the registration cover?

Registration information can be found here: <http://www.nrpa.org/Conference2015/Registration/>

When does the early-bird end?

The early-bird deadline is July 31st. After that, the registration rates increase. If you are registering after August 30, 2015, please only register online or onsite. Please do not mail your registration form.

What hotel do we recommend?

NRPA does not recommend any one hotel, but rather has a number of hotels from which you can choose. There are different price points, different brands, and each hotel is a different distance from the Convention Center.

To view your choices, visit here: <http://www.wynjade.com/nrpa15/index.cfm?page=descriptions>

*Please keep in mind that Wyndham Jade is NRPA's official housing bureau. NRPA has received reports of other housing companies soliciting attendee and exhibitor business. While NRPA has asked these companies to refrain from this activity, it is still occurring. To avoid any problems, please handle all of your housing needs through Wyndham Jade only.

Do you have activities for spouses?

Absolutely. The spouse/guest registration is available to individuals who are not in the field of parks and recreation who would like to accompany a registered individual to conference events. This registration type includes participation in the Exhibit Hall Networking Reception, NRPA's 50th Anniversary Celebration and daily admission into the Expo Hall.

Guests and spouses are not permitted to attend educational sessions, the NRPA Research Sessions, or to assist at a booth in the Expo Hall. Members and Exhibitor booth personnel are not eligible to register as guests. In addition, guests can purchase tickets for the golf tournament and 5K run/walk.

Is there transportation from the airport to the hotel?

While NRPA does not run shuttle service from the airport, there are a number of choices. The best place to view your options is here: <http://www.vegas.com/transportation/airport-shuttles/>

Does NRPA offer childcare?

NRPA does not offer childcare, but many hotels do offer this service. If you are interested, please check with your hotel.

Can I register my co-worker online?

The NRPA registration system allows the person who is logged in to electronically register themselves and a guest/spouse. If you would like to register more than one person, there are several ways this can be done:

1. You can call 888-385-8010 and the Wyndham Jade customer service representatives will happily assist you.

2. If you are a Premier agency and plan on sending five or more representatives, NRPA does have a group registration discount. Go to the Conference website or download the group discount registration form.
3. You can complete a separate transaction and registration form for each participant.

General Onsite Information:

NRPA Event Tickets

Tickets are required for access to the Exhibit Hall Networking Reception and NRPA's 50th Anniversary Celebration. Tickets are included in the Full, Young Professional and Guest registration packages. Tickets are not included in the Student and Expo Only registration packages. Tickets may be purchased separately online or onsite at the registration desk. Replacements for lost tickets will be charged at full price.

Ribbons

There are many ribbons available to recognize your affiliation with NRPA. Ribbons will be available at the Bag Pick-Up desk in the registrations area in the Mandalay Bay Convention Center. Be sure to attach the appropriate ribbons to your badge and wear them with pride.

Conference Etiquette

To make the conference experience an enjoyable event for all attendees, we ask that you please keep the following in mind:

As a courtesy to our speakers please turn devices to silent or vibrate.

Please keep in mind that participants of this conference are in attendance to learn. Therefore, in consideration of all attendees, we ask that you please take any conversations that are unrelated to the program outside the session rooms.

In order to accommodate environmental sensitivities of some of your peers, if at all possible, please do not wear scented products while attending the conference, especially during sessions.

Transportation

Due to the proximity of the hotels in the NRPA block to the convention center, NRPA will not be running a daily shuttle. There is a tram system that will run daily between Mandalay Bay, the Luxor and the Excalibur and is ADA accessible.

Wifi/Internet

If you are staying within the NRPA block, wifi will be available to you throughout all three properties and that will include education/meeting rooms and the exhibit hall in Mandalay Bay. Here are instructions for accessing wifi:

- Choose MGMGrandWifi as your network.
- The login screen should appear automatically within 10 seconds. If not, open your Web browser (Internet Explorer, Safari, etc.) and you will see a welcome screen.
- Select “Hotel Guest” and follow the prompts to enter your last name and room number.
- If you have any issues connecting to Wifi, please call the Front Desk by dialing the in-room extension 47263.