



Frequently Asked Questions (FAQs)

REGISTRATION QUESTIONS

What does registration include?

Attending in person, registration includes full access to your Regional Meeting including your Region's Business Meeting, general sessions, breakouts, meeting-sponsored meal functions and meeting materials.

More information regarding NRECA Voting Delegates, including how to certify a voting delegate and alternate delegate, can be found on the [Voting Delegate FAQs page](#).

What does my guest/spouse fee cover?

Guest/spouse fee includes admittance to all general sessions and shuttle service (if needed depending on location).

Why do you recommend that I register online?

To avoid delays in processing time by mail or fax, we encourage you to register online by logging on to [cooperative.com](#) and going to the Regional Meetings website. By registering for the meeting online, you gain immediate access to online Regional Meeting hotel reservations.

What is the process to make a change to an existing registration?

Members with a [cooperative.com](#) login account can make changes such as cancellations, adding tickets, and courses to an existing registration online as long as they are the registrant or the registration contact. Simply visit [My Registrations](#) (log-in required). If you do not have a [cooperative.com](#) login, need to make a substitution or you are not the registration contact, the changes need to be sent to Accounts Receivable via email at accountsreceivable@nreca.coop.

If I register by fax or snail mail, how can I check to see if my registrations and ticket orders have been processed?

Simply visit [My Registrations](#) (log-in required). If the registrations have been processed, a list of your registrants should appear, as well as any tickets purchased. You will receive an email confirmation from accountsreceivable@nreca.coop after the registration has been process.

Let's say I register several attendees online for the meeting and receive a confirmation. What is the procedure if I need to register another attendee?

You may register additional attendees through [cooperative.com](#) at any time. Simply go to the Regional Meeting website on [cooperative.com](#) and click on the "Register" button.

How is Regional Meeting registration handled for VIP groups?

NRECA will register members of the NRECA board of directors and their guests. These individuals will be contacted directly. Statewide officials (president, manager and editor) and platinum associate members should register themselves. (For VIP hotel reservations, see Hotel Questions below.)

What is the deadline for Regional Meeting registration?

Depending on the meeting, registration is available at least a day before the start date of the meeting. However, the early-bird meeting registration discount ends at least four weeks before the start date of the meeting. See the registration information on the meeting website for more detailed information. The hotel cutoff is the same day. After the specific date, regular registration fees apply. Registration will also be available onsite.



2022 Regional Meetings



Early Bird Dates

| NRECA Regional Meeting | Event Dates | Early Bird Date Ends at 9 p.m. ET |
|------------------------|-------------------|-----------------------------------|
| Regions 1&4 | Sept. 6-8, 2022 | Aug. 5, 2022 |
| Regions 2&3 | Oct. 10-12, 2022 | Sept. 2, 2022 |
| Regions 5&6 | Sept. 21-23, 2022 | Aug. 13, 2022 |
| Regions 7&9 | Sept. 27-29, 2022 | Aug. 26, 2022 |
| Regions 8&10 | Oct. 24-26, 2022 | Sept. 23, 2022 |

NAME BADGE QUESTIONS

When will I receive badges for the people I register?

You won't! Attendees will be able to print badges onsite at each Regional Meeting, same as in previous years.

How does it work?

An email confirmation will be sent to the registrant and registration contact (provided that there is an email address) at least 2 weeks before the start of the meeting. The confirmation email will include a bar code that can be scanned at any of the badge pick-up stations. If for any reason the bar code does not appear on the email confirmation, you can use the four- or five-digit confirmation ID that is provided in the same email, or you can simply type in your name. Registration assistants will be there to help.

What happens if I forget to bring the email confirmation with bar code?

No problem. You can still print your badge by simply typing in your first and last name.

Where will the Badge Pick-Up stations be located?

Exact locations will be included in the confirmation email.

What time will the stations be open for printing badges?

Stations will be available starting on the day before (pre-director education day) the start of each meeting. The exact location and times will be included in the confirmation email.

I have registered 15 people. Am I going to get 15 e-mails with bar codes?

Yes, a confirmation email will be sent to the registrant's email address (primary email listed in cooperative.com if one is available) as well as the "registration contact" (the person who registered the attendee). If you register 15 people, you will receive one email for each person (if an email address was provided).

How does the system prevent one person from getting two name badges or tickets?

Attendees will be allowed to print their name badge ONCE from the stations. If they lose or need a replacement name badge, they need to go to the registration desk to request a reprint.



2022 Regional Meetings



Can I print badges for people in my group?

Yes, you may print a badge onsite for attendees in your group. Each person's badge can only be printed once from the stations, so please coordinate accordingly.

HOUSING QUESTIONS

NRECA Housing Center Contact Information

| NRECA Regional Meeting | NRECA Housing Center Phone | NRECA Housing Center Email |
|------------------------|----------------------------|--|
| Regions 1&4 | (864) 342-6305 | nrecareg1_4@maritz.com |
| Regions 2&3 | (864) 342-6308 | nrecareg2_3@maritz.com |
| Regions 5&6 | (864) 342-6306 | nrecareg5_6@maritz.com |
| Regions 7&9 | (864) 342-6307 | nrecareg7_9@maritz.com |
| Regions 8&10 | (864) 342-6309 | nrecareg8_10@maritz.com |

Fax: (330) 425-4983

E-mail: To expedite your e-mail requests, please direct all e-mail inquiries to the respective Regional Meeting email listed above.

Important Housing Dates to Know

| NRECA Regional Meeting | Hotel Cut-Off Date at 9 p.m. ET | Direct Calls to Hotel |
|------------------------|---------------------------------|-----------------------|
| Regions 1&4 | Aug. 5, 2022 | Aug. 17, 2022 |
| Regions 2&3 | Sept. 2, 2022 | Sep. 14, 2022 |
| Regions 5&6 | Aug. 13, 2022 | Aug. 25, 2022 |
| Regions 7&9 | Aug. 26, 2022 | Sep. 7, 2022 |
| Regions 8&10 | Sept. 23, 2022 | Oct. 5, 2022 |

What should I do if rooms are not available before the cut-off date?

If rooms are available at other convention hotels, registrants will be advised to secure a reservation at a hotel with current availability. If no rooms are available at any of the convention hotels listed, "Hotel Pending" should be selected as a hotel option. Selecting this option ensures that the reservation request will be processed as soon as additional inventory is secured and/or an alternate hotel has been identified. Members who secure a reservation using "Hotel Pending" will receive an email confirmation identifying the hotel name, location and rate of the hotel assigned once confirmed. **NRECA guarantees a guestroom reservation to all members who have secured a guestroom through the NRECA Housing Center prior to the published cut-off date.**



2022 Regional Meetings



What should I do if the room nights requested are noted as “Waitlisted?”

Room nights noted as “waitlisted” are rooms currently secured by NRECA but may be designated for other groups. In these cases, rooms may be reassigned to accommodate current registration requests. The Housing Center works closely with NRECA’s convention hotels to accommodate all requests and confirmation of these nights will be confirmed as quickly as possible.

Who do I contact to obtain room nights outside of the room block pattern provided?

Members wishing to extend their stays beyond the dates provided online may do so on an availability basis only. Reservations for the nights preceding the meeting and afterwards may not be available. Members should secure a reservation online for any available dates; then, contact the Housing Center via email to request a date change to the reservation. The Housing Center works closely with NRECA’s convention hotels to accommodate all requests and confirmation of these additional nights will be provided as quickly as possible. Extended stay requests will be confirmed based on hotel availability and are not guaranteed.

What if I have problems securing my online hotel reservations?

Contact the Housing Center at the number specified in the program materials. The customer support team is trained to answer all questions relating to the reservation process. However, if challenges are encountered and appropriate resolutions are not obtained, please contact NRECA at nrecahousing@nreca.coop.

How are reservations secured for member VIPs?

As a courtesy to NRECA’s Board of Directors, reservations will be secured at the designated headquarters hotel using a separate reservation process. These individuals (and/or their assistants) will be contacted directly for date information. Members may opt out of this process and secure reservations using the online system.

May I contact the hotel directly to secure my reservations?

The NRECA Housing Center is set up to manage all reservations for the Regional Meetings. Only reservations received by the hotels from the NRECA Housing Center will be accepted into the NRECA room block. Room reservations secured in ways other than through the NRECA Housing Center (via Cooperative.com) may be in jeopardy of cancellation from the NRECA room block, increased room rates, and/or being transferred to a neighboring hotel. Only after the date specified in the program materials to contact the hotel directly for each Meeting, will members be able to secure reservations directly with the hotels. NRECA will not be held responsible for rooms reserved outside of the NRECA block.

Should I expect to receive a hotel confirmation number?

An immediate acknowledgement of the hotel request will be forwarded via e-mail from the Housing Center to the contact listed once the reservation request has been completed. Completed reservation requests require the appropriate payment information. The reservation confirmation email will be the only notice received from the Housing Center regarding the reservation request. This notice guarantees the reservation at the hotel. Please review all information for accuracy. If a reservation confirmation email is not received within 2-3 business days of completing the reservation request, please contact the Housing Center.

The Housing Center can assist members with gathering hotel confirmation numbers for groups of 10 or more reservations. Otherwise, hotel confirmation numbers may be obtained by contacting the hotel at the date specified in the program materials to contact the hotel directly for each Meeting.



2022 Regional Meetings



When I enter my credit card information, a prompt is forwarded stating that my credit card is invalid. What's going on?

To ensure that valid credit card information is provided when the rooming lists are forwarded to the hotels, credit cards cannot have an expiration date of 60 days prior to the start of the Regional Meeting. This limits the risk of the hotel being unable to charge the one-night's deposit due at the cut-off date.

Are the hotels within walking distance to the meeting venue?

Currently, all hotels are located within walking distance to the meeting venue. In the event additional overflow properties are required, NRECA will make every effort to ensure it is within proximity to the primary meeting venue.

Will shuttle service be provided to and from the Meeting venue and the convention hotel(s)?

Only in cases where a convention hotel is located more than 3-4 blocks from the meeting venue will shuttle service be provided. At this time, all convention hotels are conveniently located near the meeting venues. If shuttle services are required, information will be posted at the overflow hotel(s) and at the meeting venue. Requests to accommodate transportation services for special requirements, i.e., ADA circumstances, may be requested by forwarding an email to nrecahousing@nreca.coop.

What is NRECA's room cancellation policy?

All cancellations must be submitted in writing to the Housing Center by 9 p.m. ET on the published hotel cut-off date identified for each Regional Meeting to avoid a cancellation fee. A non-refundable deposit equal to one (1) night's room and tax will be charged for cancellations made after the hotel cut-off date to the credit card used to guarantee the reservation. NRECA's housing cancellation policy overrides any hotel policies concerning room cancellations. Please note that if the reservation is not cancelled and/or the registrant does not arrive at the hotel on the check-in date requested, the first night's deposit will be forfeited and the entire reservation may be cancelled.

NRECA VOTING DELEGATE QUESTIONS

To certify an NRECA voting delegate, please visit the [NRECA Voting and Alternate Delegate Certification page](#). If you don't wish to change your current voting delegate or alternate, no action is needed. Note: This page is accessible by NRECA voting member CEOs, general managers, board presidents/chairs, board secretaries, or executive assistants only.

Please see the [Voting Delegate FAQs page](#) for other, general information for NRECA voting delegates.