



## REGISTRATION FEES FOR BUYERS, PRESS, AND OTHER INTERNATIONAL DELEGATES

REGISTRATION DEADLINE: APRIL 20, 2020

	<b>EARLY RATE</b> <i>Ends February 28, 2020, 11:59 p.m., EST</i>	<b>STANDARD RATE</b> <i>Begins March 1, 2020, 12:00 a.m., EST</i>
<b>BUYERS</b>		
International Leisure Buyer	\$850	\$1,300
International Meeting/Incentive Buyer*	\$850	\$1,300
Domestic Buyer	\$1,110	\$1,430
	<b>MEMBER</b>	
	<b>NON-MEMBER</b>	\$1,975
<b>PRESS</b>		
International Journalist	Complimentary	Complimentary
Domestic Journalist	Complimentary	Complimentary
<b>OTHER INTERNATIONAL DELEGATES</b>		
IAC/VUSA Chair	Complimentary	Complimentary
IAC/VUSA – Additional Representative	\$850	\$1,300
Commercial Service Representative	\$850	\$1,300
International Airline Representative	\$850	\$1,300

*\*First-time Meeting & Incentive Buyer delegates will receive a complimentary registration.*

### PRE-APPROVAL POLICY

Registration for all international buyers and journalists, as well as other international delegates, requires pre-approval by the International Advisory Committee Chair in the respective country/region. Domestic buyer company qualification is determined through the Domestic Buyer Qualification Questionnaire. Domestic journalists must be approved by U.S. Travel's Communications Manager, Cathy Reynolds ([creynolds@ustravel.org](mailto:creynolds@ustravel.org))

### PAYMENT POLICIES

1. To be eligible for discounted rates, the purchase must be made *and payment received* by the discount deadline. Unpaid invoices will be amended to reflect the next rate period following the deadline. i.e., if an individual registers at the Early Rate, but payment is not received for that individual by February 28, 2020, the Standard Rate will be applied to the unpaid invoice and balance billed.
2. To be eligible for the member rates, 2020 member dues must be paid by February 28, 2020, regardless of when the registration purchase was made. If the dues payment is not received by February 28, 2020, the non-member rate will be applied to the IPW registration invoice (paid or unpaid) and balance billed.

### REGISTERED DELEGATE CANCELLATION POLICY

A full refund will be given if written cancellation notice is received by February 28, 2020. A 50 percent refund will be given if notice is received between March 1-16, 2020. No refunds will be granted for registration cancellations received after March 16, 2020.

### HOTEL ACCOMMODATIONS

U.S. Travel provides complimentary lodging for five nights, May 30-June 3 (with check-out on June 4, room & tax only) for international and domestic buyers, international journalists, IAC/VUSA Committee chairs, and one Commercial Service representative per country. All others, *including non-appointment taking buyers*, must arrange and pay for their own hotel accommodations.

**Note:** International and domestic buyers must meet the following criteria to be eligible to receive complimentary lodging for five nights (May 30-June 3, with check-out on June 4, room & tax only):

- You submit and accept a minimum of 30 appointments via ipw.com.
- You participate fully in ALL three days of business appointments (June 1-3, 2020).

**Deadline for Hosted Delegate reservations, as space permits: April 22, 2020.** The U.S. Travel Association cannot guarantee placement with your delegation for reservations received after April 22, 2020. Reservations will be accepted between April 23 and May 14; however, your final hotel assignment will not be available until May 22.

