



2018 Canadian Crime Stoppers Association  
First National Conference  
May 31 – June 3, 2018

*“Coming Together to Educate, Communicate and Celebrate”*

## CONFERENCE REGISTRATION INFORMATION AND FORM

### INTRODUCTION

The information that follows details information about registration to the 2018 Canadian Crime Stoppers Association First National Conference. The venue for accommodation and conference events is the Sheraton Hamilton and the hotel reservation number is needed in order to proceed with the conference registration.

### ACCOMMODATION – Sheraton Hamilton

This is a single Hotel conference and it is a requirement of delegate and guest registration that the attendee's first make their hotel reservations with the Sheraton Hamilton Hotel. Once you have made this reservation please complete the conference registration with the Hotel Reservation Number so that we can process your Conference Registration.

The conference hotel room rate of \$139 plus all applicable taxes, including a destination tourist fee, is available for two days before the conference dates and two days after. Please note that this rate is good until June 5<sup>th</sup> 2018.

For your information, the Hotel will accept cancellations of guest room assignments up to 24 hours prior to arrival. Any cancellation after that time will be subject to a charge in the amount of one night's room and tax.

### Hotel Registration can be made online at

<https://www.starwoodmeeting.com/Book/CrimeStoppersTrainingConference2018>

Reservations can also be made by contacting the 24 hour, toll-free reservations line at 1-888-627-8161 and asking for the 'Crime Stoppers Training Conference' group block.

If you have questions or need some help please feel to contact the Tricia Hoban, the Conference Administrator at:

[admin@crimestoppershamilton.com](mailto:admin@crimestoppershamilton.com) or call 905-546-4808





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## CONFERENCE REGISTRATION FORM

Please complete all pages of this form in block letters and keep a copy for your records. **One registration form is needed per delegate/spouse/guest/other.** All prices are quoted in Canadian Dollars. By completing this registration form, you acknowledge that you have read and understood and agree to cancellation policies, privacy statement and security requirements as stated in the information section of this form.

If you are not registering online, please use this form and send it with a cheque or bank draft made payable to: **Crime Stoppers of Hamilton Inc.**

Mail to:  
**Crime Stoppers of Hamilton Inc.**  
C/o Tricia Hoban  
155 King William Street  
Hamilton, Ontario, L8R 1A7. CANADA

My Hotel Reservation Number is: \_\_\_\_\_

**Please specify your primary role at the conference:**

Delegate  Spouse/Partner/Guest  Speaker  Sponsor  Other \_\_\_\_\_

Title _____ Surname: _____ First Name: _____		
Preferred Name for Conference Badge:		
Accompanying Guest/Spouse Attendee Name:		
Organization:	Delegate Position:	
Mailing Address:		
Number	Street	City
Province/State	Country	Postal Code
Work #:	Cell #:	Fax #:
Email Address:		

**Complete the Additional Information Section on the next page**



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**ADDITIONAL INFORMATION**

**LAST NAME:** \_\_\_\_\_

Emergency Contact Name:		Phone #:		
Food Allergies:				
Conference Fees in Canadian Dollars (CAD.) Please note that a \$50 Cancellation Fee per Delegate/Spouse will apply before March 31st 2018. (see Cancellation Policy below)				
DESCRIPTION	Paid by 31 <sup>ST</sup> March 2018	Paid by 30 <sup>th</sup> April 2018	Paid by 25 <sup>th</sup> May 2018	ITEM TOTAL
<b>FULL CONFERENCE REGISTRATION</b> <u>Includes:</u> Meet and Greet, Gala Dinner, 3 Breakfasts and 3 Lunches	\$525 CAD.	\$575 CAD.	\$625 CAD.	
<b>SPOUSAL/COMPANION PACKAGE</b> <u>Includes:</u> Meet and Greet, Gala Dinner, 3 Breakfasts and 2 Activity Plans	\$325 CAD.	\$325 CAD.	\$325 CAD.	

<p><b>Make cheque or bank draft payable to:</b>  <b>Crime Stoppers of Hamilton Inc.</b></p> <p><b>Mailing Address:</b>          Crime Stoppers of Hamilton Inc.          c/o Tricia Hoban 155 King William Street          Hamilton, Ontario, L8R 1A7</p> <p>Note:          NSF Cheques will be charged a \$50 administration fee.</p>	<p>Office use only:</p> <p>Registration Received          Date: _____</p> <p>Payment Received: _____          Date: _____</p> <p>Method of Payment: _____ Invoiced: Y/N</p> <p>Notes:</p>
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**CANCELLATION POLICY**

Cancellations received in writing to the Conference Administrator by midnight EST **April 16th, 2018** will be accepted and all fees refunded less a \$50.00 administration fee. After this date, but before midnight EST **April 30th, 2018** cancellations will be refunded at 50% of. Cancellations after midnight EST **May 25th, 2018** cannot be accepted and will not be refunded, however, transfer of your registration to another person is acceptable up to midnight EST **May 28th, 2018** by paying a \$50.00 processing fee. The full name and details of the person who is replacing you must be advised in writing to the Conference Administrator prior to the Conference. No refunds will be made for non-attendance at the conference.



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## TRANSPORTATION

Transportation will be provided to and from, Toronto Pearson International Airport (YYZ) or Hamilton International Airport (YHM). Therefore, your itinerary is an important part of this Registration Form. If you do not know your flight information at this time or if your guest(s) is not on the same flight, please e-mail the Conference Administrator at with that information as it becomes available.

**Number of passengers:** If non delegate passengers, such as children, will be with you please indicate on the registration form the number of additional people so that we can have sufficient transport available.

Arrival Airport: \_\_\_\_\_ Date: \_\_\_\_\_ Airline: \_\_\_\_\_

Flight No: \_\_\_\_\_ Time: \_\_\_\_\_ Number of additional passengers: \_\_\_\_\_

Departure Airport: \_\_\_\_\_ Date: \_\_\_\_\_ Airline: \_\_\_\_\_

Flight No: \_\_\_\_\_ Time: \_\_\_\_\_ Number of additional passengers: \_\_\_\_\_

## CONFERENCE IDENTIFICATION AND SECURITY

Application for registration is taken as consent for police and security personnel to carry out all necessary security measures. At registration, all participants **must produce valid photo identification** such as a passport, driving licence or other statutory identification document. **ALL** participants attending the conference will be issued a conference identification badge and must carry such at **ALL** times during the conference period. Access to conference events will only be permitted if the participant has on his/her conference identification badge. The conference hosts reserves the right at any time to refuse any person registration or access to the conference.

## PRIVACY STATEMENT

Crime Stoppers of Hamilton Inc., will collect and store information you provide in this Registration Form for the purpose of registering you for the conference and to assist with administration, planning and development of this and future CCSA conferences. Crime Stoppers of Hamilton Inc. will not, without your consent, use or disseminate your information for any other purpose unless it would reasonably be expected that such purpose is related to the offer, provision or improvement of the Canadian Crime Stoppers Association, or where such purpose is permitted or required by law.