

# AFA LEADER & FOREIGN AIR ATTACHE REGISTRATION

## AFA National Symposium: "Space: The Way Ahead"

*& The Air Force Ball*

**Friday, November 17, 2006**

The Beverly Hilton Hotel, 9876 Wilshire Blvd, Beverly Hills, California 90210



NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_  
RANK: \_\_\_\_\_ EMBASSY: \_\_\_\_\_  
ADDRESS : \_\_\_\_\_ ADDRESS : \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_  
CREDIT CARD TYPE: \_\_\_\_\_ NUMBER: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ EXP. DATE: \_\_\_\_\_

## Hotel Accommodations

I WILL REQUIRE A ROOM AT THE BEVERLY HILTON. **SINGLE/DOUBLE \$215.00 + 14.05% TAX AND 1.37% SURCHARGE**

ARRIVAL: 11/\_\_\_/06

DEPARTURE: 11/\_\_\_/06

**TO GUARANTEE YOUR RESERVATION, LIST YOUR CREDIT CARD NUMBER AND EXPIRATION DATE ABOVE. THE HOTEL WILL AUTOMATICALLY CHARGE THE FIRST NIGHT'S DEPOSIT TO YOUR CARD WHEN THEY PROCESS YOUR RESERVATION.** RESERVATIONS RECEIVED WITHOUT A DEPOSIT WILL NOT BE ACCEPTED. THE BEVERLY HILTON WILL ACCEPT CANCELLATIONS FOUR DAYS PRIOR TO YOUR CHECK-IN DATE. CANCELLATIONS MADE AFTER THAT WILL BE BILLED FOR THE FIRST NIGHT'S LODGING.

**NOTE:** WE HAVE A SMALL BLOCK OF ROOMS AT THE BEVERLY HILTON. RESERVATIONS WILL BE ACCEPTED ON A FIRST-IN BASIS **UNTIL THE BLOCK IS FULL OR WE REACH THE CUT-OFF DATE OF OCT. 17, WHICHEVER COMES FIRST.** THEN THE NEXT AVAILABLE RATE WILL APPLY.

I WILL NOT NEED A HOTEL RESERVATION AT THE BEVERLY HILTON HOTEL.  I WILL BE STAYING AT \_\_\_\_\_ HOTEL.

## Symposium ~ \$185 per person

I WILL  WILL NOT  ATTEND SYMPOSIUM. (ABOVE FEE INCLUDES SYMPOSIUM, CONTINENTAL BREAKFAST, LUNCHEON AND COFFEE BREAK.)

MY SPOUSE WILL  WILL NOT  ACCOMPANY ME. HIS/HER NAME (AS IT SHOULD APPEAR ON BADGE): \_\_\_\_\_.

CHARGE ABOVE CREDIT CARD FOR \_\_\_\_\_ TICKETS TO AFA'S SYMPOSIUM.

CHARGE ABOVE CREDIT CARD FOR \_\_\_\_\_ ADDITIONAL LUNCH TICKET(S) AT \$65 PER PERSON.

## *Air Force Ball* ~ \$300 per person

I WILL  WILL NOT  ATTEND THE BALL. MY SPOUSE WILL  WILL NOT  ACCOMPANY ME. HIS/HER NAME: \_\_\_\_\_.

PLEASE CHARGE THE ABOVE CREDIT CARD NUMBER FOR \_\_\_\_\_ TICKETS TO AFA'S SYMPOSIUM.

### E-mail or Fax ALL forms to Barbara Coffey

*Before October 17, 2006 if you require hotel accommodations  
Advance Symposium/Ball registration closes Wednesday, November 8, 2006.  
No Symposium/Ball refunds can be made for cancellations after this date.*

FOR ADDITIONAL DETAILS ON SPECIFIC FUNCTIONS, CONTACT THE FOLLOWING PEOPLE:

	CONTACT	PHONE	FAX	E-MAIL
<b>SYMPOSIUM</b>	BARBARA COFFEY	703-247-5805	703-247-5830	BCOFFEY@AFA.ORG
	KATIE STORM	703-247-5800 x4847	703-247-5830	KSTORM@AFA.ORG
<b>HOTEL RESERVATIONS</b>	MICHELLE MAKINEN	703-247-5800 x4877	703-247-5853	MMAKINEN@AFA.ORG
<b>HOTEL QUESTIONS</b>	MICHELLE MAKINEN	703-247-5800 x4877	703-247-5853	MMAKINEN@AFA.ORG
<b>AIR FORCE BALL</b>	HENRY SANDERS	310-645-3982	310-410-9738	HSANDERS@AFA.ORG

"THE DEPARTMENT OF DEFENSE FINDS THAT THE BUSINESS PORTIONS OF THIS EVENT MEET THE MINIMUM REGULATORY STANDARDS OF OFFICIAL ATTENDANCE BY DoD EMPLOYEES. THIS FINDING DOES NOT CONSTITUTE A BLANKET APPROVAL OR ENDORSEMENT FOR ATTENDANCE. INDIVIDUAL DoD COMMANDS OR ORGANIZATIONS ARE RESPONSIBLE FOR APPROVING OR DISAPPROVING OFFICIAL ATTENDANCE OF ITS EMPLOYEES BASED ON MISSION REQUIREMENTS AND DoD REGULATIONS.

AS OUR ORGANIZATION HAS AGREED NOT TO USE ATTENDANCE BY ANY DoD PERSONNEL TO PROMOTE SOCIAL AND/OR FUNDRAISING EVENTS, THE DoD PUBLIC AFFAIRS OFFICE HAS DETERMINED THAT DoD PERSONNEL MAY MERELY ATTEND SOCIAL OR FUNDRAISING EVENTS IN THEIR PERSONAL CAPACITY. SUCH PERSONNEL MAY NOT PERSONALLY SOLICIT THEIR SUBORDINATES OR DoD PROHIBITED SOURCES TO SUPPORT THESE EVENTS.

THE DoD PUBLIC AFFAIRS OFFICE HAS ALSO DETERMINED THAT, FOR PURPOSES OF ACCEPTING A GIFT OF REDUCED OR FREE ATTENDANCE, THE EVENTS ARE WIDELY ATTENDED GATHERINGS PURSUANT TO 5 CFR 2535.204(G). THIS DETERMINATION IS NOT A DoD ENDORSEMENT OF THE EVENTS NOR APPROVAL FOR WIDESPREAD ATTENDANCE. IF INDIVIDUAL DoD COMMANDS OR ORGANIZATIONS DETERMINE THAT ATTENDANCE BY PARTICULAR PERSONNEL IS IN DoD INTEREST, THOSE PERSONNEL MAY ACCEPT THE GIFT. AS OTHER EXCEPTIONS UNDER 5 CFR 2635.204 MAY ALLOW THE ACCEPTANCE OF GIFTS, DoD PERSONNEL ARE URGED TO CONSULT THEIR ETHICS COUNSELOR."