

We are pleased to announce the opening of Registration for the 2023 Spring Educational Conference!

Please Read this sheet for important information

As you may be aware, Seven Springs has recently become affiliated with Vail Resort Management. Over the last few months, ALOM has worked with our points of contact at Seven Springs to ensure a smooth transition for our Spring Educational Conference. In doing so, we believe there will be a perennial benefit to our event and attendees.

Nonetheless, there will be some changes and new practices in place for our event this year, and we encourage all attendees to be mindful of the items below.

Conference Registration Process:

Attendees and/or Staff who are responsible for completing the registration process may notice some changes to the registration process that include:

- Meals are now purchased through ALOM and are NOT included in the hotel lodging accommodations; they are included in the Conference Registration process. Those completing conference registration should **be aware of which meal packages correlate to each registrant (and their guest/spouse) at the time of registering them with ALOM.**
- Conference Registration can still be completed either online or via hard copy on the enclosed forms.

Food Packages:

- As in the past, meals are provided as part of an all-inclusive package. However, the meal plans will no longer be purchased through Seven Springs in tandem with room reservations. As mentioned above, guests will purchase meal plans through the ALOM registration process. ALOM has subsidized the cost of taxes and gratuity for each meal resulting in MORE FOOD VALUE for each person.
- The traditional “meal tickets” that were provided to guests upon hotel check in will no longer be utilized. Instead, meal package selections will be denoted as part of the conference credentials that are provided to guests at onsite conference registration.
- Municipal staff completing information on behalf of others attending the actual event are asked to make everyone aware of these changes.
- The deadline for conference registration is March 24, 2023.

Hotel Room Reservations:

Seven Springs is no longer administratively capable of accepting check payments, and as a result hotel reservations are strongly encouraged to be made via phone using a credit card.

- Phone reservations – after ALOM receives your conference registration, you will be contacted via email and provided **a group code that MUST be used** when securing your reservation via phone. Phone reservations will be routed to a central location. A credit card must be provided when making the reservation. The card will not be charged until 7 days prior to check in. **At 7 days prior to check in, the entire stay will be charged to the card on file and is nonrefundable.**
- Other - If your municipality absolutely cannot provide a company credit card for hotel reservations, please call the ALOM office to discuss an alternate option to make your hotel reservations and provide payment. 412-261-2521
- Conference room rates, which remain the same as last year will be guaranteed through March 15. Beyond that date, reservations will still be accepted, but subject to availability. Guests registering after this date may also be subject to overflow into larger condo units, which may be charged a higher room rate.
- The deadline for conference registration is March 24, 2023.

In light of these modifications, we encourage you to contact the ALOM office at 412-261-2521 should you have any questions or need assistance with completing registrations.