



NASRA Winter Meeting Frequently Asked Questions

Pandemic Considerations

Covid-19 has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious. NASRA cannot prevent you from becoming exposed to, contracting, or spreading COVID-19 while attending NASRA's Winter meeting. It is not possible to prevent the presence of the virus, however measures can and will be taken by our hotel venue to limit exposure. In addition, NASRA will have rapid antigen tests available if needed by any attendee who may wish to test in case of symptoms while at the event.

The District of Columbia (DC) requires individuals, by ordinance, to wear a mask while inside unless actively eating or drinking. This mandate is currently set to expire on March 1 but may be extended. **You will be required to read and answer a number of questions regarding Covid-19 as a part of your registration.**

Registration

Who may attend?

The Winter Meeting is open to NASRA members in good standing. They may elect to bring staff members, trustees, or colleagues from their firm.

What are the registration fees?

System Members, Staff and Trustees and Education Alliance Members: \$750

Premium and Associate Members: \$1,000

How do I register a Trustee from my retirement system?

A trustee is a "guest" (system colleague) who pays the full registration fee. When a member registers, he/she can also add the trustee.

Can I register someone else?

Yes, as long as you can login to NASRA.org, you may register multiple individuals and then indicate that you are not attending on the final screen.

Member Guests

I'm not sure if I will be bringing a guest; should I register anyway?

We request that you add a guest at the time of registration. The fee covers all of the guest's meals including the receptions. If you register and pay for a guest who then must cancel, you need to submit the request in writing by February 10; after that date, no refunds for guests will be issued.

If you have registered and paid to attend and later decide to add a guest, please contact Mary Hiatte at mary@nasra.org for an additional invoice.

Once you register, you cannot edit your selection of meals/receptions on the registration form; however, if you notify NASRA in writing your change of plans, we can do it for you, and it will assist us in keeping a more accurate headcount for catering purposes.

If I need to split my payment to pay for guests separately, what do I do?

Register yourself and your guests indicating how many will be at which meals. Then select payment by invoice (not credit card).

After registering, click on **My Invoices** to see your outstanding conference payment. You can divide the total to pay for guests separately via credit card online or by calling (859) 276-4612 or by check(s) to the address on the invoice.

Please note that a guest must be a family member or personal friend, **not** a business associate or staff colleague. All guests must be registered to attend the meals, and children must be registered for the conference to sign-up for Camp NASRA.

What are the guest fees?

System and Education Alliance Adult Guest: \$150

Associate Adult Guest: \$150

Associate Members' Questions

How many members from my firm can attend the conference?

Premium Associate Members may bring up to seven people to the conference. Regular Associate firms may have up to five colleagues attend plus their guests (a guest must be a family member or personal friend, not a business associate or staff colleague).

My firm wants to send a promotional item to be included in the bags given to conference attendees. What do I do?

NASRA does not provide conference bags at the Winter meeting. However, we will have some items left from the 2021 Annual Conference that will be available to the attendees.

Is there an exhibit area?

NASRA has no booths or other vendor displays at its conference, and no sponsor opportunities. However, there will be an area set-up in the main reception outside of the ballrooms where general sessions will be held, if you wish to provide copies of papers, reports, etc. Please note that NASRA cannot make copies for you; you will need to arrange to do so onsite or arrange for shipping.

Can I take clients out during the conference?

Related functions (social, professional, other) sponsored by Associate Members are encouraged; however, such events must be scheduled so as not to conflict with the NASRA program. On Saturday and Monday evenings, there will be receptions; Associate members are free to make their own arrangements with colleagues and clients for dinner on those evenings after the scheduled receptions.

Dress and Weather

In late February and early March in Washington, D.C., daytime high average is in the upper 40's and low temperatures is in the upper 20's.

Business casual dress is encouraged throughout the conference for attendees. Business attire is requested for speakers, moderators, panelists, and presenters during their portion of the program.

Cancellation policy

Cancellations must be submitted in writing to administration@nasra.org for reimbursement accordingly:

- February 10: full refund
- February 10-15: 50 percent of the registration fee (no refund for guest or activity fees)
- February 16 and after: no refund