



# INTERNATIONAL FOOD AID CONFERENCE

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## Registration is a three-step process:

**Step 1.** Register to attend the conference.

### Registration Fee

All attendees must register in order to attend the conference. Pre-event registration is greatly appreciated. It allows us to maintain an accurate account of attendance for food service and seating capacity.

- The registration fee is US\$200.00 per person if received by March 28, 2007.
- The registration fee is US\$250.00 per person if received between March 29 and April 10, 2007.
- The registration fee is US\$250.00 if made at the conference.
- No refund of registration fees will be made. However, substitutions will be accepted.

### Pre-Event Payment Options

- Online Visa and Mastercard. Follow the instructions on the Registration Form Confirmation page that appears after you click “submit.”
- Check or money order drawn on a U.S. bank and payable to IFAC. Include the name of the organization and each attendee with the payment. Mail the payment to:  
USDA/FSA/KCCO – Mail Stop 8698  
Attn: Ms. Debbie Crow  
P.O. Box 419205  
Kansas City, MO 64141-6205

### At-Event Payment Options

- Cash
- Visa and Mastercard
- Check and money order drawn on a U.S. bank and payable to IFAC.

### Contacts for Comments and Questions

- E-mail: [ifac@kcc.usda.gov](mailto:ifac@kcc.usda.gov)
- Debbie Crow, telephone 816-926-6301



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**Step 2.** Click “submit” at the bottom of the page to finalize your registration.

## Click [Here](#) to Register

**Step 3.** Make hotel reservations and obtain hotel confirmation number. A block of rooms has been reserved at the Hyatt Crown Center Hotel and Westin Crown Center Hotel. The room rate of US\$96.00 (government per diem rate) is guaranteed through March 28, 2007. Click [here](#) to make hotel reservations.

Room block name: International Food Aid Conference.

If you make hotel reservations by telephone or online, and not the IFAC website link to the hotels, identify that you are attending the International Food Aid Conference so that the discounted hotel rate will be given.

## Deadlines

### April 6, 2007 deadline extended

- The Hyatt and Westin Hotels have agreed to extend their \$96/night rate until Apr 6<sup>th</sup> at 5PM ET

### March 28, 2007 is the deadline for...

- Securing the discounted hotel rate of US\$96.00/night (government per diem). After this date, the rate is based upon availability.
- Registration for the conference to obtain discounted fee of US\$200.00.

### April 10, 2007 is the deadline for...

- Online conference registration.
- After this date, registrations will be done at the conference.