



MANAGEMENT SCHOOL

**JANUARY 12-17, 2020**

Presented by a Partnership For Excellence in Event Education.



**EMAIL, MAIL OR FAX THIS FORM TO:**

The National Training Center for Public Facility Managers at  
 Oglebay Resort & Conference Center  
 465 Lodge Drive, Wheeling, West Virginia 26003  
 Phone: (304) 243-4126 • Fax: (304) 243-4106  
 E-mail: ntc@oglebay-resort.com

**GENERAL INFORMATION.**

Full Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Name (as you wish it to appear on your badge): \_\_\_\_\_  
 Company / Agency: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State / Province: \_\_\_\_\_  
 Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

For any special needs of accommodations, please contact Oglebay at (304) 243-4126.

1st Year Student  2nd Year Student

**PACKAGE PRICES**

**SINGLE PACKAGE**

	<b>IFEA MEMBER</b>	<b>NON-MEMBER</b>
Tuition	\$ 700.00	\$ 850.00
Single Premium Room	\$1,312.69	\$1,312.69
Single Deluxe Room	\$1,220.54	\$1,220.54
Single Value Room	\$1,105.39	\$1,105.39
<i>Single Premium Room w/tuition</i>	<input type="radio"/> \$2,012.69	<input type="radio"/> \$2,162.69
<i>Single Deluxe Room w/tuition</i>	<input type="radio"/> \$1,920.54	<input type="radio"/> \$2,070.54
<i>Single Value Room w/tuition</i>	<input type="radio"/> \$1,805.39	<input type="radio"/> \$1,955.39

(All packages include room, board and taxes)

Early Arrival (Tax included – no meals)  \$164.71\*  \$164.71\*

\*Same as last year

**TOTAL amount enclosed: \$** \_\_\_\_\_

Premium Rooms in the new wing of Wilson Lodge are assigned on a first-come, first-serve basis.

Please visit our website at [www.oglebay-resort.com](http://www.oglebay-resort.com) for Premium Room descriptions.

**PACKAGE INCLUDES:**

- 5 night lodging
- 4 buffet breakfast
- 4 buffet lunches
- Continuous coffee/ beverage breaks
- 5 beverage tickets
- Sunday and Tuesday buffet dinner
- Thursday Graduation banquet plated dinner and continental breakfast Friday morning.
- All taxes and applicable fees included in package price.

**METHOD OF PAYMENT:** A check, purchase order or credit card for the full package amount must accompany this form in order to complete enrollment. When paying with a credit card, the package amount will be charged to your card upon receipt of registration. You will receive confirmation from Oglebay Wilson Lodge. **NOTE: The balance must be paid prior to arrival.**

**Check** (make check payable to Wheeling Park Commission)  **Purchase Order #** \_\_\_\_\_  **VISA**  **MasterCard**  **American Express**  **Discover**

Print Cardholder Name: \_\_\_\_\_  
 Credit Card Number: \_\_\_\_\_  
 Expiration Date: \_\_\_\_\_ CVC Security Number: \_\_\_\_\_ (MC/Visa-3 digit code back) (AMX-4 digit code front)

**CANCELLATION POLICY:** A cancellation fee of \$100 will be charged for cancellation at any time up to 30 days prior to the school; 30 to 7 days prior, 50% will be charged; and with 7 days or less notice, no refund will be issued.

**FOR MORE INFORMATION:**

[www.NRPA.org](http://www.NRPA.org)  
 800.626.NRPA (6772) 7-1-1 for speech and hearing impaired

[www.IFEA.com](http://www.IFEA.com)  
 +1. 208.433.0950

[OGLEBAY.com/NTC](http://OGLEBAY.com/NTC)  
 800.624.6988, ext. 4126