



MANAGEMENT SCHOOL

**JANUARY 15-20, 2023**

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**

*Lakeside Wing Rooms w/tuition*  
*West Wing Rooms w/tuition*  
*Byrd Wing Rooms w/tuition*

	IFEA/NRPA MEMBER	NON-MEMBER
	<input type="radio"/> \$2,433.79	<input type="radio"/> \$2733.79
	<input type="radio"/> \$2,333.01	<input type="radio"/> \$2633.01
	<input type="radio"/> \$2,232.22	<input type="radio"/> \$2532.22

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

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

**PACKAGE INCLUDES:**

- School tuition
- 5 Breakfast buffets
- 4 Buffet lunches
- 2 Buffet dinners
- Graduation celebration plated dinner
- Continuous coffee/ beverage breaks
- 5 Beverage tickets
- All taxes and applicable fees included in package pricing

**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.

**HEALTH & SAFETY NOTICE:** The IFEA, NRPA and Oglebay will follow all on-going local and national health and safety regulations regarding the Covid Pandemic. Should those regulations require an attendance cap, attendees will be accepted in order of their registration forms being received.

**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