



FAQs – NABT 2020 Annual Professional Development Conference

- [What are the dates of the conference?](#)
- [When will registration open for this conference?](#)
- [Where is the conference being held?](#)
- [How can I make a hotel reservation?](#)
- [What airports serve this hotel?](#)
- [Is there complimentary parking at the hotel?](#)
- [Who should I call if I have questions?](#)
- [Important conference dates at-a-glance](#)
- [What's included with my registration?](#)
- [Can I register a group of teachers to attend?](#)
- [How do I rejoin/renew my membership AND register for the conference \(non-member opportunity\)?](#)
- [Conference refund policy/Cancellation policy](#)
- [What if I need to change my presentation?](#)
- [I have been accepted as a presenter, do I need to pay for my registration?](#)
- [I will be attending the conference as a representative for an Exhibitor/Sponsor, do I need to register?](#)
- [What if my session proposal is accepted, but I don't get funding from my school to attend?](#)
- [If my session proposal is accepted, when will I be notified about room assignments and set up information?](#)
- [Do I have to be a NABT member to submit a session proposal?](#)
- [I live outside of the U.S. and need a letter before my visa will be approved.](#)
- [I'm receiving an award at the Honors Luncheon. How do I register for this event?](#)
- [Can I volunteer at the conference?](#)

What are the dates of the conference?

- Thursday, November 5 – Sunday, November 8, 2020

When will registration open for this conference?

- Registration opens Friday, March 13, 2020, at 12:00 AM



Where is the conference being held?

- Baltimore Marriott Waterfront
- 700 Aliceanna Street
- Baltimore, MD 21202

How can I make a hotel reservation?

- Call the hotel at 410-385-3000 and tell the reservation office you are attending the NABT conference to receive the special conference rate.
- Go to the NABT website, click on Events from the top menu, scroll down to Travel & Hotel Information, then click on the hotel name or "Make a Reservation" link.
- The NABT room rate is will be posted on the website as soon as it's available.

What airports serve this hotel?

- The Baltimore Marriott Waterfront hotel is located 12 miles NE from Baltimore/Washington International Thurgood Marshall Airport (BWI), and 61 miles NE from Ronald Reagan Washington National Airport (DCA). Driving directions from the airports, and additional transportation options, are available on the hotel's website at <https://www.marriott.com/hotels/maps/travel/bwiwf-baltimore-marriott-waterfront/>

Is there complimentary parking at the hotel?

- No. On-site parking is \$26/day; Valet parking is \$45/day. Parking garage does not accommodate oversized vehicles; height clearance is 6 feet 8 inches.

Who should I call if I have questions?

- Sponsor/vendor contact is Mr. Kim Daniele at MCI Baltimore / 410-584-1965 / kim.daniele@mci-group.com
- Conference registration questions – conference@nabt.org or Donielle Rininger at 888-501-6228.
- Cancellation of registration – send written request to NABT at conference@nabt.org

Important conference dates at-a-glance

- Presentation submissions due **March 31, 2020.**
- Notifications of acceptance (to primary presenter) **May 1, 2020.**
- Accepted proposal presenters must register by **May 31, 2020.**
- **Early registration ends on July 31, 2020.**
- **Advance registration ends on October 28, 2020** (*Paper registrations must be postmarked 10/28 or earlier to receive advance registration pricing upon receipt by the NABT office.*)
- Last day to request (in writing) a registration refund (non-presenters) is **October 28, 2020.**
- **Onsite registration will be available November 5, 2020.**



What's included with my registration?

- All registration types include access to regular sessions and receptions. Exhibitors, Sponsors, Honorary Luncheon Only, and Non-teaching Guest registrants will not receive an attendee bag or materials.

Can I register a group of teachers to attend?

- Yes, Dept secretaries/administrators will be able to register a group of 2-6 teachers. Complete the form on this page: <https://nabt.org/Events-Conferences-Group-Registration-Contact>. Unique information for teachers being registered includes: email address, cell phone #, Emergency Point of Contact (EPOC) person's name and cell number, dietary restrictions/special needs, NABT member status (& ID), and whether they want to opt-out of sharing contact details with exhibitors (that they visit during the conference). For faster registration processing, this information should be collected from teachers prior to completing the online forms.

How do I rejoin/renew my membership AND register for the conference (non-member opportunity)?

- [Watch this video tutorial](#), or follow the steps below:
 - o Go to the store and purchase your membership FIRST, then
 - o Click Continue Shopping and
 - o Select the 2020 Conference registration link
 - o Follow the on-screen prompts
 - o While the registration prices shown in the Registration Wizard will be the non-member rates, your registration fees will be adjusted to member rates during Check-out.
- If you have any questions, contact us at store@nabt.org or call the office at 888-501-6228.

Conference refund policy/Cancellation policy

- If you must cancel for any reason, please **notify NABT in writing by October 28, 2020**. A \$10 handling fee will be assessed for all refunds. *No refunds will be made after October 28.*
Registration fees for program participants are not refundable at any time.
- Can I transfer my registration if I can't attend? Yes; contact conference@nabt.org.

What if I need to change my presentation?

- Contact NABT at conference@nabt.org.

I have been accepted as a presenter, do I need to pay for my registration?

- Yes. All presenters are required to pay for their registration to the NABT conference by May 31.



I will be attending the conference as a representative for an Exhibitor/Sponsor, do I need to register?

- Yes. Everyone who will be in on-site in Chicago must have a registration on file. The primary contact for each Exhibitor/Sponsor will receive an email from MCI with instructions for how to register attendees.

What if my session proposal is accepted, but I don't get funding from my school to attend?

- Please notify NABT staff ASAP at conference@nabt.org if you are unable to present. If you have another presenter lined up to lead the presentation, please forward their information to conference@nabt.org.

If my session proposal is accepted, when will I be notified about room assignments and set up information?

- Primary presenters will be notified with room assignments by August 4, 2020.

Do I have to be a NABT member to submit a session proposal?

- The opportunity to present is open to members and non-members.

I live outside of the U.S. and need a letter before my visa will be approved.

- Requests will be reviewed on a case-by-case basis and if determined appropriate, NABT will provide an invite letter to the requester.

I'm receiving an award at the Honors Luncheon. How do I register for this event?

- Award recipients will be contacted with instructions on registration for themselves and their one (1) complimentary guest. Please note: an active conference registration must be on file before complimentary Honors Luncheon tickets can be added.

Can I volunteer at the conference?

- If NABT offers any volunteer opportunities, they will be announced in early autumn.