

Key Dates & Deadlines for International Non-Buyers (IAC/VUSA Representatives, U.S. Embassy/Commercial Service, Airline Observers)



January 23, 2012

- **Last Day to Take Advantage of the Early Registration Discount**

Registration fees increase from \$765 USD to \$1,095 USD for any payments not received by this date for U.S. Embassy/Commercial Service delegates, IAC Representatives and VUSA Committee Representatives.

Registration fees increase from \$765 USD to \$1,095 USD for any payments not received by this date for Airline Observer delegates.

Registration for IAC Chairs and VUSA Committee Chairs is complimentary.

- **Full Refund Deadline**

Last day to receive a 100% refund for cancellations. Cancellations between January 24 and February 13, 2012 will receive a 50% refund.

February 13

- **50% Registration Refund Deadline**

Last day to receive a 50% refund for cancellations. No refunds offered after this date.

End of February

- **Appointment Scheduling Online Available**

Appointment scheduling instructions will be emailed to registered delegates and online appointment scheduling will go live.

March 16

- **Appointment Requests Due**

Visit USA Committee Representatives and Commercial Service delegates must submit their Appointment Requests directly to the U.S. Travel Association by this date to be included in the computer-generated scheduling process.

March 23

- **Delegate Registry CD Deadline**

Last day to submit changes to your organization's listing for the Delegate Registry CD that will be provided to all attendees onsite.

March 26

- **Registration Closes**
International registration closes. No onsite registration.
- **International Housing Reservation Deadline**
Last chance for International Advisory Committee Chairs, Visit USA Committee Chairs, and Commercial Service Representatives to request housing at their delegation's assigned hotel. Reservation requests must be submitted through the International Housing Bureau.

March 29

- **U.S. Housing Reservation Deadline**
Last chance for Airline Observers and additional IAC or Visit USA Committee representatives (who cover their own housing expenses), to make reservations through the U.S. Housing Bureau. We encourage you to reserve early to ensure getting the location you want.

Early April

- **Appointment Lists Distributed**
Delegates will receive their list of pre-scheduled appointments.