



Association of Academic Health Centers
Leading institutions that serve society

AAHC EXECUTIVE LEADERSHIP GROUP FORUM ON REGULATION

May 15-16, 2008
Hyatt Regency Bethesda
One Bethesda Metro Center, Bethesda, MD

GENERAL INFORMATION

The AAHC Executive Leadership Group; Forum on Regulation will be held on Thursday, May 15th through Friday, May 16th, 2008, in Bethesda, MD at the Hyatt Regency Bethesda, located at One Bethesda Metro Center in Bethesda, MD. Registration will open at 8 am on Thursday, May 15th and the meeting will conclude on Friday, May 16th at 2:30 pm. Please arrange your travel accordingly.

MEETING LOCATION

Hyatt Regency Bethesda
One Bethesda Metro Center
Bethesda, MD 20814
(T) 301 657 1234
(F) 301 657 6453
(W) <http://bethesda.hyatt.com>

HOTEL INFORMATION

A block of rooms has been reserved at the Hyatt Regency Bethesda, located at One Bethesda Metro Center, Bethesda, MD, at a special rate of 269 single/\$289 double occupancy per night (excluding tax).

There are 3 ways to make hotel reservations:

- 1) <http://www.bethesda.hyatt.com/groupbooking/aahc2008>
- 2) Go to www.hyattregencybethesda.com and enter in G-AAHC in the group/confirmation # field.
- 3) Call (800) 233-1234 and reference the **FORUM ON REGULATION**. The hotel reservation cut-off date is **Wednesday, April 16th**. Reservations at the group rate are not guaranteed after the cutoff date and are subject to availability.

All cancellations of hotel reservations must be made by 3 pm at least 24 hours in advance of the arrival date or the AAHC rate will apply. Contact the Hyatt Regency Bethesda directly with hotel reservation cancellations: (800) 233-1234 or (301) 657-1234.

REGISTRATION INFORMATION

Registration Fee: \$275

Registration must be received by AAHC no later than **Thursday, May 1, 2008**

Cancellations must be submitted **in writing** via email to afranks@aahcdc.org or via fax to (202) 265-7514 no later than **Thursday, April 24, 2008**. Refunds will not be issued for cancellations received after this date. Registration fees, less a \$35 administrative fee will be refunded for any cancellations received prior to **Thursday, April 24, 2008**. There is no charge for substitutions. No-shows will not be refunded.