

# Registration Form

## How to Register:

ONLINE: [www.nbta.org/milan](http://www.nbta.org/milan) E-MAIL: [agreeen@nbta.org](mailto:agreeen@nbta.org)

FAX: +001-703-684-0263 PHONE: +001-703-684-0836

MAIL: NBTA, 110 N Royal St, 4th Fl, Alexandria, VA, 22314 USA



## Registration Information:

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

I have a disability and may require special assistance.

## Registration Fees:

### Before March 22

### After March 22

	Conference Only	Conference & CTE	Conference Only	Conference & CTE
NBTA or Paragon Partner Member (All Member Types)	o €325 / US\$475	o €475 / US\$695	o €350 / US\$512	o €500 / US\$731
Corporate Travel Buyer	o €325 / US\$475	o €475 / US\$695	o €350 / US\$512	o €500 / US\$731
Exhibiting Supplier (In addition to complimentary booth registration)	o €425 / US\$622	o €575 / US\$871	o €450 / US\$658	o €600 / US\$878
Non-Exhibiting Supplier	o €725 / US\$1,060	o €875 / US\$1,280	o €750 / US\$1,097	o €900 / US\$1,317

o CTE Workshop Only €250 / US\$365 — A savings of €100 when your register for both Crossroads Milan and the CTE Workshop

Euro rates are approximations. Registration fees will be charged in U.S. dollars.

## Payment Must Accompany This Form:

Method of Payment:  Check  American Express  Diners Club  Discover  MasterCard  Visa

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Cardholders Name \_\_\_\_\_

Signature \_\_\_\_\_

Total Amount Charged \$ \_\_\_\_\_

To pay by wire, please contact Anthony Green by email at [agreeen@nbta.org](mailto:agreeen@nbta.org), or by telephone at +001-703-684-0836

## Cancellation Policy:

All requests must be made in writing to NBTA. A full refund less a €75 (\$108 USD) administrative fee will be given for cancellations received on or before 17 March 2008. A 50% refund will be given after 17 March 2008. No Refunds will be given after 16 April 2008. A €75 (\$108 USD) administration fee will be applied to ALL REFUNDS.

No refund will be given for "no shows".

## Select One Session for Each Time Block:

### Wednesday, May 14

13.00 -17.00 o Fundamentals of Business Travel Management ( 250 Additional Fee)

### Thursday, May 15

09.00 -12.00 o Fundamentals of Business Travel Management & Exam  
(continued from Wednesday)

10.45 - 12.00 o T101 - Managing Outsourced Relationships  
o T102 - Managing a New Generation of Travellers  
o T103 - Reducing Your Environmental Impact Thru Consumption Management

12.15 - 13.30 o T201 - Establishing Meaningful SLAs (buyers only)  
o T202 - Winning (and Keeping) the Account  
o T203 - Cutting Through the Green Noise: The ICARUS Ark  
o T204 - Best Practice: Corporate Card Programmes

### Friday, May 16

10.15 - 12.15 o F100 - European Masters of Travel Management  
(by special invitation)

10.15 - 11.30 o F101 - Leveraging the Payments Revolution

o F102 - Mitigating Risks  
o F103 - Developing Your Strategic Meetings Strategy  
o F104 - Best Practice: Agency RFPs

15.00 - 16.45 o F201 - Getting Your Total T&E Spend Under Management

o F202 - Leading Travel Management's Evolution in the Corporate Ecosystem

o F203 - Implementing Your Strategic Meetings Management Programme (buyers only)

o F204 - Best Practice: Hotel Programmes

## ATAHOTEL Quark

Minutes from the commercial center of Milan, the ATAHOTEL Quark is the largest hotel conference centre in Milan. NBTA has secured special attendee rate at the ATAHOTEL Quark.



For reservations, please contact the hotel directly by phone or email [bookingmanager.quark@atahotels.it](mailto:bookingmanager.quark@atahotels.it) and identify yourself as an attendee of **Crossroads Milan**. To fax your reservation, download the booking form at [www.nbta.org/milan](http://www.nbta.org/milan). Rates are applicable 14-17 May 2008.

### Rate

Single Superior €167.00  
Double Superior €217.00  
Single Executive €177.00  
Double Executive €227.00  
Triple Executive €257.00  
Presidential Suite €327.00

### ATAHOTEL Quark

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