



Washington State Council for Affordable & Rural Housing - Affordable Housing Management Association of Washington
11100 N.E. 8th Street, Suite 410, Bellevue, WA 98004-4441 (425) 454-6836 FAX: (425) 454-7695 E-Mail: housing@sprynet.com

November 16, 2009

Dear AHMA or CARH Member:

We are pleased to announce that our two associations will be combining our Annual Conferences next year, into one **MEGA-CONFERENCE!** We've brought in some excellent national speakers, and we are offering both program specific trainings as well as general interest topics for everyone.

This **MEGA-CONFERENCE** will take place **Tuesday-Wednesday, April 20-21, 2010** at the **Wenatchee Convention Center**. Attached is our PROGRAM-AT-A-GLANCE which provides you an overview of all the topics planned for the conference. Registration fees are being reduced from our standard \$425 per person to **\$375 per person!** (The 2nd person of a 2-person on-site management team will be given a \$110 discount – and pay only \$265). And there is no charge for the two optional evening events – Bowling at the Eastmont Lanes (Monday night), and our Annual Awards Banquet (Tuesday night)...an additional \$60 savings.

Because of the size of the conference, we want to ensure all of our members have sleeping rooms set aside for your organization, prior to our opening it up to the public.

Just follow these easy steps!

1. Review the summary of the hotels, rates and amenities offered.
2. Indicate the names of your attendees and preferences on the Sleeping Room Pre-Reservation Form. Use "TBA" if you don't know specific attendee names, so that an adequate number of rooms are set aside for your organization. Whether you are signing up 1 person or 100 people, use this form. **YOU ARE NOT MAKING ANY FINANCIAL COMMITMENT.** Your organization is merely indicating your sleeping room needs. Some larger companies may want to set up company meetings and so please indicate that, at the bottom of the form.
Suggestion: it is better to "over reserve" rooms now, so that there are enough set aside you're your organization. You can give up rooms later, but you may not be able to secure rooms later.
3. Fax the form to (425) 454-7695 (or mail it back in the envelope provided) **by Dec. 10th**.
4. On or before January 10, 2010, you'll be given your hotel assignments, and you'll be provided the contact information at each hotel. At that time, you can change the names or preferences of your attendees when you finalize your reservations with the hotel.
5. After January 10, 2010, go online and register your staff for the conference (or complete the forms that will be forwarded to you at that time). Hotel rooms blocks will be opened to the public, and no longer be available at the preferred rates.

Thank you for your support of our industry associations!

Sincerely,

A handwritten signature in black ink, appearing to read "Joe Diehl", written in a cursive style.

Joseph B. Diehl, Executive Director