



ASAP Annual Conference Details

ASAP members can efficiently initiate the registration process for their board members by using this snapshot of conference details as a comprehensive guide.

Registration opens October 16, 2023

AGENDA DETAILS

ASBA-ASA Annual Conference 2023
JW Marriott Phoenix Desert Ridge Resort & Spa
5350 E Marriott Dr, Phoenix, AZ 85054

Wednesday, December 6 – Pre-Conference 1

8:00 am – 8:30 am Continental Breakfast (provided)
8:30 am - 12:00 pm Pre-Conference 1
12:00 pm - 1:00 pm Lunch (provided)
1:00 pm - 4:00 pm Preconference 1
4:00 pm – 6:00 pm Registration – Exhibit Hall Reception/Vendor food & drink stations (provided)

Thursday, December 7 - Main Conference, Day 1

8:00 am – 8:30 am Continental Breakfast (provided)
8:30 am – 12:20pm Sessions
12:30 pm – 1:45 pm Celebration Café Lunch (provided)
1:45 pm – 2:30 pm Exhibit Hall – Dessert (provided) & entertainment
2:30 pm - 3:20 pm Breakout Sessions
3:30 pm - 5:00 pm ASBA and ASA Membership Meetings Plus Exhibit Hall
5:00 pm – 7:00 pm Exhibit Hall Reception/Vendor food & drink stations (provided)

Friday, December 8 - Main Conference, Day 2

8:00 am – 8:30 am Continental Breakfast (provided)
8:30 am – 9:20 am Sessions
9:40 am – 10:50 am Keynote Speaker
10:50 am – 12:00 pm Tribute to Leadership
12:00 pm Adjourn Conference

PRE-CONFERENCE REGISTRATION

Please note that separate registration is required for the December 6 Pre-Conference. The \$275/person member registration fee includes access to pre-conference materials, continental breakfast, snacks and lunch. Registration for the Annual Conference is not required to register for the Pre-Conference. Non-member pre-conference fee is \$550/person.

ANNUAL CONFERENCE REGISTRATION

Please note that separate registration is required for the Dec. 7-8 Annual Conference. The \$585/person member registration fee includes access to conference materials, continental breakfasts, lunch, receptions, and snacks on both days. Registration for the Pre-Conference is not required to register for the Annual Conference. Non-member registration fee is \$1,170/person.

LATE REGISTRATION & CANCELLATION POLICY

Registration for both Pre-Conference and Annual Conference closes on Monday, Nov. 20, 2023. This is also the date for cancellations to be submitted.

On-site registration will be accepted at an additional cost of \$50. Cancellations for both workshops must be in writing and faxed to 602-254-1177 by Monday, Nov. 20, 2023, or emailed to Jolene Hale at jhale@azsba.org. Those registered are entitled to send substitutes in their place.

HOTEL INFORMATION

The Pre-Conference & Annual Conference will be held December 6-8, 2023, at the J.W. Marriott Desert Ridge Resort, Phoenix. A block of rooms has been reserved with a special conference rate of \$169 single/double.

ASBA has implemented a new hotel reservation procedure. To reserve a room, you must first register your members for the event. Once you have registered for the conference, you will receive a confirmation email with a link to register for the hotel.

Please note that this link is unique to your registration, and it's crucial that you do not share it with anyone else. Because the link is unique, sharing it with someone else could result in your reservation being overwritten and losing your room.

Hotel reservations will open on Monday, Oct. 16, 2023. The cutoff date for reserving rooms in the block is Friday, Nov. 10, 2023. After this date, the group rate will no longer be guaranteed.

Friday, Nov. 10, 2023, is also the last day to cancel hotel reservations without being charged a one-night penalty.

To be fair to all conference attendees, we request that you only reserve the number of rooms that will be utilized.

For questions, please contact Ellen White, ASBA's Director of Business & Conference Services at ewhite@azsba.org or call 602-25-1100.