



REGISTRATION INFORMATION

HILTON WASHINGTON DC NORTH/GAITHERSBURG

April 7-8, 2015

_____ **Yes, I will attend the SMA Spring Meeting.**

_____ **No, I am unable to attend the SMA Spring Meeting.**

NAME: _____

COMPANY: _____

TELEPHONE: _____ EMAIL: _____

I will attend:

April 7 th Technical Committee	_____
April 7 th PM, Board Meeting	_____
April 8 th AM, Tour at NIST	_____
April 8 th PM, Business & General Meeting	_____
April 8 th Dinner	_____

Dinner will be TBD at a local restaurant. There will be an ala carte menu provided upon arrival to the hotel.

Will you have a guest? YES _____ NO _____

GUEST'S NAME _____

Will your guest join us for the _____ and/or dinner? YES _____ NO _____

COMMENTS: _____

Please email completed form to: info@scalemanufacturers.org

NOTE: Cutoff Date for the Hilton Washington DC is **March 16, 2015**



SCALE MANUFACTURERS ASSOCIATION

HILTON Washington DC North/Gaithersburg
620 Perry Parkway
Gaithersburg, MD 20877
Tel : (301) 977-8900
April 7-8, 2015

HOTEL: HILTON Washington DC North/Gaithersburg
620 Perry Parkway, MD 20877

View the E-brochure at www.hilton.com

<http://www.hilton.com/en/hi/groups/personalized/G/GAIGHHF-SMA-20150406/index.jhtml>

Attendees will be responsible for making their own reservations by calling (301) 591-9945.

Please reference Group **Spring 2015 Bi-Annual Meeting**.

Room rate: **\$139.00**.

TAXES, FEES AND GRATUITIES

- There is a 7.00% per room per night tax, a 6.00% per room per night secondary tax, and a 2.00% per room per night tertiary tax. Gratuities are at your own discretion.

PARKING / INTERNET

- Free Parking. Wireless internet in guest's rooms is complimentary.

ROOM/HOTEL AMENITIES

- King Bed
- Color TV, Hair Dryer, Ironing Board, (2) Phones
- Restaurant/Bar

AIRPORTS

- Washington National Airport/Washington Dulles International Airport/Baltimore/Washington International

ATTIRE

- Attire for all events and meetings will be casual, including the dinner on Wednesday evening.

CHECK-IN / CHECK-OUT

- Check-in is at **3:00PM** and check-out is at **12:00PM**.
- Rooms which have been reserved by and whose occupants fail to show on scheduled day of arrival will be billed for the total lodging amount for the contracted time. Cancellation is (72) hours prior to date of arrival.

Please remember to drink responsibly at all Association sponsored functions. Should there be an off-site venue where the consumption of Alcoholic Beverages are involved, please remember to have a designated driver with you.