

PROCUREMENT & CONTRACTS MANAGEMENT SEMINAR

Sponsored by: Ohio Housing Authorities Conference (OHAC)

Training by: Michael Gifford, C.P.M., CPSP, Housing Agency Procurement Assistance



REGISTRATION

WHEN: August 13 - 15, 2019

WHERE: Embassy Suites by Hilton Columbus
2700 Corporate Exchange Drive, Columbus, Ohio 43231

HOTEL: Room Rates: \$122
To make a hotel reservation **please call the hotel at 614-890-8600**. Be sure to let the reservation agent know you are with "Ohio Housing Authorities" to receive the group room rate. The group reservation **cut-off date is Monday, July 22, 2019**. After July 22nd reservations will be based upon availability.

COST: \$625 per participant
(Includes training, materials, 3 breakfasts, 2 lunches and all breaks)

TIMELINE:

8/13	7:30 A.M. – Registration
	8:15 A.M. – 4:45 P.M.
8/14	8:15 A.M. – 4:45 P.M.
8/15	8:15 P.M. – 12:00 P.M.

DESCRIPTION: See attached Seminar Agenda

Please fill out the following registration information

ORGANIZATION	_____		
ADDRESS	_____		
CITY	STATE	ZIP	_____
PHONE	E-MAIL	_____	
1) NAME	TITLE	EMAIL	_____
2) NAME	TITLE	EMAIL	_____
3) NAME	TITLE	EMAIL	_____
4) NAME	TITLE	EMAIL	_____

Please use a separate sheet for additional attendee names.

MAKE CHECKS PAYABLE TO: Ohio Housing Authorities Conference (OHAC)
MAIL/E-MAIL/FAX REGISTRATIONS TO: OHAC Corporate Office, 88 West Third Street, Mansfield, Ohio 44902
sherry@ohac.com
Fax: (419) 524-1535

REGISTRATION DEADLINE: Friday, August 2, 2019
CANCELLATION DEADLINE: Monday, August 5, 2019. No refunds will be given AFTER August 5th.

TOTAL REGISTRATION AMOUNT TO PAY WITH CHECK (# _____ X \$625) \$ _____
TOTAL REGISTRATION AMOUNT TO PAY WITH A CREDIT CARD (# _____ X \$635) \$ _____
An e-mail invoice will be sent via PayPal.

Please contact Sherry Hill at the OHAC Corporate Office with any questions.
(419) 524-9116 (office) ♦ (419) 989-1133 (cell) ♦ sherry@ohac.com