Don’t forget—you can find most material related to the Conference on our webpage [www.na.org/conference](http://www.na.org/conference). You can also “talk” to other Conference participants and ask questions about the upcoming Conference via the WSC participant bulletin board at [http://disc.na.org/wsc2012/activity.php](http://disc.na.org/wsc2012/activity.php)
registration or reservation, please contact NAWS staff. **Registration for the hotel must be submitted by 1 March 2018.**

All NAWS-funded participants should expect to share a room. You may room with whomever you choose, but NAWS will not incur an additional expense as a result of such a choice. If your roommate is not funded by NAWS, he or she will be responsible for half of the room expense ($82.69 per night, tax included). If you are a NAWS-funded participant and you prefer to room alone, you will be responsible for half of the room expense. Full room is $165.38 per night, tax included.

All participants, NAWS-funded or not, will be responsible for all room incidentals (telephone calls, room service, movies, etc.). Upon arrival to the Warner Center Marriott, please be prepared to provide a credit card or $50.00 cash deposit.

### Airline Reservations

Airline tickets will only be approved for NAWS-funded travelers whose names are on our list of Conference participants. If the contact information we sent out is not correct, please get in touch with NAWS staff immediately. To make your airline reservation, contact Phyllis Mulvehill at Montrose Travel by emailing her at PMulvehill@MontroseTravel.com. You must include the following information in your email:

- Your preferred travel dates and times
- Preferred airport (if cost is substantially less for a nearby airport, you may be asked to fly from there), window or aisle seat preference, frequent flier numbers if you have one.
- Name exactly as it appears on your passport, passport number, country of issuance, passport expiration, nationality. If you are traveling within the United States and do not have a passport, your driver’s license information should suffice.
- Date of Birth (month/day/year)
- Cell phone number & Email Address

Montrose Travel will have a list of who is being funded by NAWS and will send each itinerary to NAWS for final approval. Participants who are being funded by their regions or who are funding themselves are encouraged to use our travel agent but may choose to purchase tickets by another means. If a NAWS-funded participant wants to travel with a participant who is not funded by NAWS, they should both purchase their tickets at the same time by contacting Montrose Travel. Make sure to include the credit card number that should be charged for the non-funded participant’s portion of the ticket in the email, or call **800.766.4687** or **818.553.3228** and ask for Phyllis.

### Ground Transportation and Meal Expenses

Shuttle transportation to the Warner Center Marriott is available from Los Angeles International Airport (LAX) and Burbank Airport (BUR) via Super Shuttle. We will mail shuttle vouchers to NAWS-funded participants and $2.00 discount coupons to other participants prior to the Conference. NAWS-funded, US participants will receive an advance check for their daily meal allowance. NAWS-funded travelers from outside the US will receive their advance upon arrival to the Warner Center Marriott.

### International Travelers

If you are a NAWS-funded traveler, please email or call NA World Services collect to make your travel arrangements. If you are funded by your region, please either complete the **Conference Registration and Housing Form** online or mail or fax it to NAWS. You can make your travel arrangements through our travel agent if you choose.

**Need Help?** International travelers and those with questions regarding travel and conference registration please email Elaine@na.org or call 818.773.9999, extension 116.