



## **Thank you for your interest in registering for the CCCBHA Executive Advocacy Day in Sacramento!**

Final agendas and meeting materials will be sent via email prior to the event. Please support CCCBHA in going green by printing any materials you wish to have at the meetings.

### **Meeting Dates**

#### **January 29, 2018 – Monday:**

10 am to 2 pm - Board Meeting & Lunch  
3 pm to 5 pm – Policy Updates and Presentations  
5 pm to 7 pm -- Reception

#### **January 30, 2018 - Tuesday:**

Breakfast Orientation & Advocacy Day

Advocacy Day appointments with legislators will be made for Tuesday, with an orientation and training scheduled for that morning. Each member will be assigned to a team and meetings will be scheduled to take place throughout the day. CCCBHA recommends that return flights should be scheduled later than 6:30 p.m., as meetings may last throughout the day.

### **Meeting Location**

Embassy Suites by Hilton – Sacramento Riverfront Promenade  
100 Capitol Mall  
Sacramento, California 95814  
(916) 326-5000

### **Hotel Accommodations**

The deadline to take advantage of CCCBHA's discounted group rate of \$209.00 per night is January 8, 2018. The special room rate will be available until the deadline, or until the group block is sold-out, whichever comes first.

Reservations under CCCBHA's rooming block should be made through the hotel's personalized group page reservation system. We highly encourage you to book your room using that resource. There is no recourse through CCCBHA for guest rooms booked through predator/fraudulent companies. The group page reservation system also allows CCCBHA to closely monitor our group's block and make immediate adjustments if needed.

Below is a list of three ways guests can make their reservations:

1. Go to [www.sacramento.embassysuites.com](http://www.sacramento.embassysuites.com) and make a reservation using the group/convention code: **CBH**.
2. Call (916) 326-5000 and ask for the CCCBHA Executive Advocacy Day discount rate.
3. You can e-mail the link to your guests or post it on your website:

**CCCBHA hotel reservation web page address is:**

[http://embassysuites.hilton.com/en/es/groups/personalized/S/SACESES-CBH-20180129/index.jhtml?WT.mc\\_id=POG](http://embassysuites.hilton.com/en/es/groups/personalized/S/SACESES-CBH-20180129/index.jhtml?WT.mc_id=POG)

Cancelations with refunds must be made prior to **48 hours of check-in**. Deposits are refunded or credited only if notice is received 48 hours prior to arrival date and guest must obtain cancellation number. Upon check-in, each guest will be required to present a valid credit card on which an amount of sufficient pre-authorization can be obtained to cover room and tax charges and guest service fees for the length of the guest's stay, plus the anticipated use of ancillary services. Should any guest not settle his or her account in full upon departure, the guest/agencies they represent will be responsible for those charges.

### **Parking**

Valet parking at the hotel is \$30.00 per day. A parking lot that is owned by the city of Sacramento is located across the street for those who are interested in self-parking.

### **Airport Information**

The closest airport is the Sacramento International Airport, 6900 Airport Boulevard, Sacramento, California 95837.

### **Event Cancellation Policy**

Full refund less five percent processing fee if cancellation received in writing on or before January 8, 2018. No refunds for cancellations made on or after January 8, 2018. This applies to day-of-event no-shows. Single registration may not be split between two or more individuals. Registration fees may not be credited toward future meetings in the event of a cancellation or no-show.