ACC 2013 Group Registration Process

The American College of Cardiology is coming to San Francisco for ACC.13, March 9 – 11, 2012. We encourage all attendees to take full advantage of everything that ACC.13 has to offer. Educational programming will run from 8:00 a.m. on Saturday, March 9 until 5:30 p.m. on Monday, March 11, and will be followed by Convocation. Onsite Group Registration and materials pick-up will begin on Wednesday, March 6.

In an effort to promote continued integration and collaboration between the general cardiology and interventional cardiology communities, a full-access registration gives all registered attendees access to ACC.13 and the ACC.13 Exposition.

Registration Fees and Payment

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- Early registration fees due by October 18, 2012
- Advanced registration fees due by January 30, 2013

New this Year! Register for the ACC.13 Gold Package and get access to both the live meeting in San Francisco plus iScience 2013, the ACC.13 Meeting on Demand. iScience is a digital library of sessions from ACC's Annual Scientific Session so you can watch any of the sessions you missed whenever it's convenient for you. The Gold Package gives you maximum flexibility by providing access to all sessions both live and on demand. The Gold Package is an additional $449 per Non-Member Physician registrant. Groups can add the Gold Package to any registration after they pay the initial deposit online.

Housing Reservations

Groups that make housing reservations through the official ACC housing center are eligible to receive a discounted registration rate, depending on when registration payment is received. All groups will be invoiced at the Non-member Physician rate (see grid above for pricing). Please note, if a registrant does not qualify for the Non-member Physician rate (i.e. Nonmedical), an additional invoice will be issued to the group leader.

In order to receive the Early Bird or Advanced registration rates, payment of all registration fees are required by the rate deadlines listed above. If payment is not received by the deadline, your group will automatically be charged the next applicable rate. You will then be invoiced and required to pay the difference.

ALL Groups that book housing outside of the ACC housing block will pay the Onsite Nonmember Physician ($1,599) registration rate regardless of when registration and payment is received.

Registration Process

Group Contacts will create a record for themselves at WEBSITE HERE. The Group Contact will have exclusive rights to manage the group online. Please note, the ACC Registration and Housing Center will only release the group login number and password information to the Group Contact on record.

Groups with less than 100 attendees must enter their registrations online through the Group Registration site. Groups with 100+ attendees may fill out and submit the Group Registration Import Spreadsheet no later than January 24, 2013. All imports received will be entered into the registration system within 7 to 10 business days.

- Import Spreadsheet Submission Deadline: January 24, 2013
Policies and Procedures

Member Discounts
All groups will initially be charged the Nonmember Physician rate for all registrations, regardless of membership status. If a registrant qualifies for a category that requires verification (i.e. ACC Member), please follow the steps below:
1. Pay the initial Non-member Physician rate when establishing your group.
2. Register the person using the online group registration site.
3. Once you have completed registration, please send an email to accgroup@jspargo.com with the Group ID #, attendee’s name, and attendee’s ACC Membership Number or other category verification.
4. Once membership is verified, the individual will be switched to the appropriate category and a refund will be posted to the group account. All refunds will be processed after the show.

Name Changes/Substitutions
Changes can be made online through February 13, 2013. Changes to ACC member registrations must be submitted in writing to the registration center by February 13, 2013. Any name change requests submitted directly to the ACC Registration Center after February 13, 2013 will be subject to a $50 processing fee.

Registration Cancellations
Registration cancellations must be submitted in writing by January 30, 2013, and will be subject to a $75.00 administrative fee. Refunds will not be issued for amounts less than $35. **After January 30, 2013, all registration cancellations are non-refundable.**

Guest/Family Member cancellations will be assessed a $20 fee.

What is group attendee contact information used for?
Group attendee addresses and emails are used to encode the electronic business card for use in the ACC Exhibit Hall. Attendees can simply scan their electronic business card to build corporate relationships and gather detailed information on equipment, research studies and pharmaceutical products. It is important to provide accurate contact information for each group attendee to ensure they receive the products and information they are requesting.

Radio frequency identification (RFID) badge scanning technology will be utilized at this event in order to better understand attendee/delegate interests and preferences. The information collected will be used to improve future events to better address your preferences. No personal information is stored in the RFID badge, only an ID number. We encourage all participants take part in this process to ensure the most accurate data is obtained.

If you have any questions concerning group registration or housing, please contact the ACC.13 Registration and Housing Center via email accgroup@jspargo.com, fax at (703) 631-1167 or telephone between 8:30 a.m. and 5:00 p.m. Eastern Time at (800) 699-5113 (toll free) or (703) 449-6418 (international). Please **do not** contact ACC directly.