

# Frequently Asked Questions

**Q: Is it important for me to attend the scheduled pre-conference sessions?**

A: Yes! The pre-conference sessions are designed to provide you with general and detailed information about Annual Conference. You will have the opportunity to get clarification on any question you might have about the budget, resolutions, and specifics about Annual Conference. The pre-conference district sessions are scheduled for 3:00 p.m. on Sunday, May 1, 2011.

**Q: What is the deadline for Annual Conference registration?**

A: Mailed registrations must be postmarked by April 8, 2011. Register online no later than April 30, 2011.

**Q: How will I know that I successfully completed the on-line registration? Should I expect to receive a confirmation back via e-mail or regular mail? I mailed my registration to you, how will I know that you received it.**

A: If you registered on-line, you will receive a confirmation via e-mail. If you registered by mail, you can expect to receive a confirmation by mail within 2-3 weeks from the date you mailed your registration form to us.

**Q: Can I register 2 or more persons at the same time on the on-line registration?**

A: Yes, you can register as many people as you would like to register. Please be sure to have the name, address, phone number and email for everyone you are registering.

**Q: If an unexpected event occurs and I need to cancel my reservation, what is the cancellation and refund policy?**

A: All credit card or check transactions are considered final. Any requests for refunds, cancellations, or adjustments must be submitted, either in writing or by e-mail, to the Annual Conference Registrar, Eastern Pennsylvania Conference, PO Box 820, Valley Forge, PA 19482 or registrar@epaumc.org.

**Q: Where do I park at the Expo Center?**

A: There is plenty of free parking, including handicapped spaces.

## Hotels

Please note that you are responsible for making your own hotel reservation at your expense.

### Comfort Inn Valley Forge

550 West DeKalb Pike  
King of Prussia, PA 19406  
610/982-0700

### Holiday Inn Express King of Prussia

260 N Gulph Road  
King of Prussia, PA 19406  
610/768-9500

### Courtyard by Marriott

600 Campus Drive  
Collegeville, PA 19426  
484/974-2600

### Homewood Suites Valley Forge Hotel

681 Shannondell Blvd.  
Audubon, PA 19403  
610/539-7300

### Dolce

301 West DeKalb Pike  
King of Prussia, PA 19406  
610/337-1200

### Park Ridge Hotel and Conference Center

480 N Gulph Road  
King of Prussia, PA 19406  
610/337-1800

### Hampton Inn and Suites – Valley Forge/Oaks

100 Cresson Blvd.  
Phoenixville, PA 19460  
610/676-0900

### Sleep Inn

440 American Avenue  
King of Prussia, PA 19406  
484/690-2000