



PSATS' 2018 Annual Conference Timeline



Keep handy for your reference.

December 14, 2017 ... **Conference publicity materials are mailed** to all members. We still offer our easy 1-step conference registration and room reservation process! A “How to Register” video is available at conference.psats.org, which will show you how to register for the conference and obtain lodging.

January 2, 2018 ... **At your January organization meeting, be sure to:**

- 1) Authorize attendance for those going to the conference.
- 2) Choose your “voting delegate” (must be a supervisor, secretary, treasurer, or manager).

January 16, 2018 ... **Conference registration and room reservation opens** at 9 a.m. at conference.psats.org.

Need help? Call the PSATS Conference Registration and Hotel Reservation Help Desk during normal business hours at (717) 763-0930, ext. 190, or watch our informational “How to Register” video at conference.psats.org.

Upon completing your registration, you will receive an email confirming the details.

March 16, 2018 ... **Hotel confirmations** will be sent by each hotel to those with room reservations indicating confirmed room nights, room type, receipt of payment, and names of other occupants.

April 5, 2018 ... **Free live webinars for first-time attendees** (at 10 a.m. and again at 1 p.m.). Sign up at conference.psats.org.

April 22-25, 2018 ... **Obtain conference credentials:** Report to the PSATS check-in area in the Chocolate Lobby at the Hershey Lodge to obtain your conference welcome packet and name badge.

More information is available at conference.psats.org.