

CWBA Convention FAQs

1. How much is the registration fee?

- Registration is \$235 if you are a CWBA member or \$325 if you are not a member. You are also able to separately register for the following events, not included in the general registration fee:
 - Friday evening Reception (heavy appetizers and 1 drink ticket) – \$55;
 - Saturday Keynote Luncheon – \$35;
 - Saturday Dinner (dinner and 1 drink ticket) – \$45;
 - Sunday Brunch Buffet – \$25.

For the Friday and Saturday evening receptions, in addition to your 1 drink ticket, there will be a cash bar. Credits cards will be accepted.

2. Do I have to be a CWBA member to register for Convention?

- No, you do not need to be a CWBA member to register. However, registration is discounted \$90 for CWBA members. If you would like to become a CWBA member, memberships are currently available for half price as we are half-way through our fiscal year.

3. What's included in the registration fee, and what requires a separate registration?

- Included in the registration fee is access to all general sessions. Travel and hotel costs and some meals are not included in the general registration fee, with the exception of the Saturday morning Keynote breakfast and breaks. For a small additional fee, you can separately register for the Friday evening reception, Saturday Keynote luncheon, the Saturday dinner, and the Sunday Brunch Buffet featuring a legislative panel discussion. These mealtime events do include food, with the reception and dinner events also including one beverage ticket.

4. Are meals provided?

- Meals are not included in the registration fee, with the exception of the Saturday morning breakfast keynote. If you register for the Friday evening reception, Saturday Keynote luncheon, the Saturday dinner, and the Sunday Brunch Buffet, your meal is included with an additional registration fee.

5. What if I have a dietary restriction or food allergy?

- Efforts will be made to accommodate any food allergies. Please note them during your registration.

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6. Can I register for Convention on-site, the day of?

- We strongly recommend you register in advance. We will make every effort to accommodate you if you register on site.

7. Where and when do we check-in for Convention?

- Convention check-in will be located on the lower level conference area of The Sebastian. This is where all the conference rooms and activities will occur throughout the weekend. The hotel staff can also help direct you to the proper location as well.

8. Is the Convention CLE-Approved?

- We have been approved for 15 CLE credits, including 4 ethics credits. You will receive 15 CLE credits if you attend the entire convention, including the Keynote breakfast and lunch on Saturday, and the Legislative Panel on Sunday morning. If you do not attend all sessions, information will be provided regarding credits available for each individual session. Affidavits will be provided at Convention via the flash drive for registrants. Please plan to enter your credits online. The course number will be provided.

9. Is there a dress code?

- Wear whatever is comfortable. During the day, you will probably see other attendees wearing everything from jeans and a nice top to business casual attire. During the evenings (Mary Lathrop Reception on Friday and CWBA Business Dinner on Saturday), you will probably see other attendees wearing everything from business casual to business to cocktail attire.

10. Is internet access available in the conference rooms?

- Yes, free wi-fi is available in the conference rooms where Convention will take place. However, please be aware that service may be spotty given the number of attendees and because certain events are being held in the lower levels of The Sebastian.

11. What is the Mary Lathrop Reception on Friday evening about?

- During the Friday night reception, the CWBA will present its prestigious Mary Lathrop Award. This award is presented annually to a female attorney who has enriched the community through her legal and civic activities. The CWBA began presenting the Mary Lathrop Award in 1991 to preserve and foster the memory of Mary Lathrop, whose many “firsts” as a woman in Colorado’s legal

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community inspired others to follow in her footsteps. This year's Mary Lathrop Award Winner is Rebecca Alexander of BakerHostetler. There will be heavy appetizers and drinks (one drink ticket included in your registration for this reception). While you can absolutely make a meal out of what will be served, many attendees like to make their own dinner plans afterwards to catch-up with friends and meet new ones.

12. How important is the reception on Friday night?

- The reception on Friday night is a special tradition created by the CWBA to honor Mary Lathrop and other outstanding female attorneys who have enriched our community. However, if you are unable to attend Friday night, you are still encouraged to attend the programming throughout the rest of the weekend.

13. Is it possible to still attend the weekend if can't attend Friday?

- You should feel welcome to attend the remainder of the events if you cannot attend Friday afternoon's session or the Friday reception. You will not have to register for the Friday evening reception, but you should register for the Saturday Keynote Luncheon, Saturday Dinner, and Sunday Brunch Buffet if you'd like to attend those events.

14. What to expect for Saturday night?

- Saturday night we will have the CWBA annual meeting/business dinner followed by entertainment in the form of a family feud-style trivia game. It is not for board members only! You'll hear inspiring speeches and meet the incoming board members. At the business dinner, we elect the new, incoming Board of Directors (including the incoming President), and celebrate the achievements of the past year. After dinner, we will enjoy drinks and entertainment. The family feud game will run from approximately 8 – 10 pm.

15. How do I reserve a hotel room for Convention?

- Convention will be held at The Sebastian in Vail, Colorado. We have negotiated a discounted rate for Convention attendees - \$149/night for a minimum two-night stay and \$179/night for a one-night stay; rates are before taxes. To reserve a room call (866) 708-2353 and ask for group code #1089VO. Reservations must be made by April 17, 2017. Book early before the room block sells out. Please also check the Convention page of the website for additional group rate hotel options in the Vail Valley.

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16. I would like to find a roommate to share a hotel room and split costs. What is the best way to find someone?

- If you are a CWBA member, we recommend you send an email to the CWBA listserv – CWBALIST@LIST.CWBA.ORG – and ask if anyone is also looking for a roommate for convention.

17. Is a deposit required for the hotel room and what is the cancellation policy?

- Pre-payment up to the cost of a two-night stay is required at the time of booking. If you are staying more than two-nights, the remaining balance will be charged to your credit card 14 days prior to Convention. If you cancel your room more than 14 days before Convention, there is \$75 processing fee, but all other amounts will be refunded. Within 14 days, you are obligated to pay the full value of your stay. Policies vary at the hotels other than The Sebastian. Check the website for details.

18. What is the parking situation at the hotel?

- Valet parking is available at The Sebastian for \$30/night. You can also park for free at either of two nearby parking structures. The Vail Village Parking Structure is located at 241 E Meadow Drive and is an 8-minute walk to the Sebastian. The Lionshead Parking Structure is located at 395 S Frontage Rd W and is a 10 minute walk from the Sebastian. The other hotels also offer valet parking.

19. Can I bring my spouse and/or kids to any of the events?

- Bring the whole family! As it pertains directly to Convention, significant others are welcome to join you at the Mary Lathrop Reception (Friday night) and the CWBA Business Dinner and after dinner entertainment (Saturday night). However, please note that you will need to pre-register (and pay) for these meals. You will register for your significant other's meals at the same time you register yourself for Convention (and your own meals). See below for more information about child care and activities for children.

20. Is child care available?

- On Saturday morning from 7:30 am - 1:30 pm and for a nominal fee, there will be professional childcare, snacks and fun activities so that you can enjoy Convention with the adults. Lunch is available for an additional fee. There will also be a discounted option for your child to attend the Saturday morning kids activities if accompanied

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by his or her own adult. There will be additional activities and snacks from 1:30 – 3 pm (child must be accompanied by his or her own adult).

The CWBA will also host a slumber party movie night on Friday evening (child must be accompanied by an adult). The movie will start at 7 pm.

All of the kids programming on Friday and Saturday will occur inside The Sebastian and in close proximity to where the Convention programs are, so you won't be too far away and can always check in with your child. Please note that you will need to pre-register your child for both the Friday movie and/or Saturday childcare. We cannot guarantee (but may be able to accommodate, depending on space and resources) day-of registration for the kids events. The Sebastian also has a "kids room" and a pool. Furthermore, the hotel does not provide its own child care services, but may be able to help you arrange additional child care services.

21. What is your cancellation policy?

- Full refunds for registration and meals will be granted until April 17, 2017. After that date, we will give refunds on a case by case basis. Please also see the FAQ regarding the cancellation policy for The Sebastian and other hotels.

22. How can I apply for a scholarship to attend Convention?

- Scholarships are available for law students from CU/DU (2 for each school) and two additional in 2017 for attorneys or other legal personnel who need assistance with the costs of attendance. Information will be sent via email in April about the application process.

23. What if I have a question that was not answered here?

- If you have additional questions, you can contact CWBA Executive Director Kim Sporrer at (303) 831-1040 / execdir@cwba.org.