Section-by-Section Instructions
Registration form is on page 2 of this pdf.

1. PRIMARY REGISTRANT
Registration materials for the entire office will be sent to the primary registrant's address. All registrants must answer the three questions at the end of section 1 on the registration form. If you need to list more than three registrants from your office, please photocopy the registration form and use the photocopies as continuation sheets. If using a continuation sheet, mark the box at the top of the form, enter the primary registrant's name in section 1, and proceed directly to section 4.

2. SPECIALTY
Please choose one box only to indicate the doctor's specialty.

3. REGISTRANT CATEGORIES & FEES
The ODC has many different registration categories. Review the table carefully to ensure you are paying the correct fee. Note that dentists may only register as dentists; dentists may not register as guests. Complimentary student badges for pre-dental students, hygiene students, assisting students, and lab tech students will not be able to access the CE system. If you require CE, please register in a paid category.

4. NAME BADGE INFORMATION & FEE CALCULATION
- Print badge names clearly and include the preferred first name for each person.
- Make the primary registrant the first entry on the registration form.
- Enter the appropriate registration code from section 3 for each person registering.
- Mark if the registrant will be attending Friday evening's All-In For Fun Game Night team event.
- Indicate whether a CONFERENCE BADGE (admittance to all lectures and Solutions Marketplace) or a SOLUTIONS MARKETPLACE-ONLY Badge (admittance only to the Solutions Marketplace) is desired.
- Enter the appropriate fee according to the date of registration.
- Enter the 4-digit course number for all NON-FEE courses that the registrant will be attending. (All non-fee courses begin with “4”).
- Indicate whether the registrant will be attending the ODC General Session.
- Indicate all fee-based courses/workshops and events that the registrant will be attending.
- Total the registration fee plus all fee-based courses and events for each participant.
- Add up fees for all registrants and enter the total on the last line of section 4. Please note: There is a $25 processing fee per sheet, for all faxed/mailed registrations.

5. HOUSING POLL
The housing poll helps ODA maintain meeting dates at the Oregon Convention Center. Make your own hotel reservation, then enter the number of rooms you are reserving each night next to your hotel. If your hotel is not listed, enter the hotel name on the “other” line. This information will help us reserve discounted room blocks at popular hotels in the future and is not intended as a reservation method.

6. PAYMENT
Indicate method of payment and be certain that all information is accurate. Credit card registrations must be signed in order to authorize the transaction. Submit registration by fax or mail. To save $25 processing fee, register online at www.OregonDentalConference.org. Registrations will not be accepted by phone or email. If registering by fax, please do not mail a copy of your registration.

Preregistration deadline is February 21, 2020.
Register by February 21, 2020, for early bird pricing.

SAVE $25 PROCESSING FEE by registering online at www.OregonDentalConference.org. This allows you to finalize your schedule instantly and secure your place in limited-attendance sessions immediately.

MAILED AND FAXED REGISTRATION FORMS MUST BE RECEIVED BY MARCH 19. After March 19, you must register online at www.OregonDentalConference.org or on-site at the ODC.

CANCELLATION & TRANSFER POLICY: All refund, transfer and cancellation requests must be submitted in writing. If cancellation or transfer occurs after preregistration materials have been mailed, badge(s) must be returned with the written request. A $25 handling fee will be charged for all tuition refunds. Workshop, and additional course fees are non-refundable. Refund requests will not be granted, for any reason, after 11:59 pm on March 19, 2020. Registration transfers will be accepted for the same year and event without penalty.

NON-DENTAL GUESTS are non-dental attendees (family, friend, etc.) sponsored by a dentist who is registered for the 2020 Oregon Dental Conference. Dentists must verify that guests are not dentists or student dentists. If it is determined that a guest is a dentist, the dentist agrees to reimburse the Oregon Dental Association for the appropriate registration fee. Non-dental guests must register for full conference or be a part of a dentist registration in order to purchase a Solutions Marketplace-only badge.

NOTE: Children under 16 are not allowed in lectures, but are welcome in the Solutions Marketplace after receiving their complimentary badge at onsite registration.

NOTICE OF PHOTOGRAPHY AND VIDEO: By registering for this conference you are agreeing to the photography and video policy of the ODA. Please see page 42 of the 2020 Preview Program for more information.