



Welcome, First Timers!

Intelligent Solutions and Clever Initiatives –

The NAA's 68th annual International Auctioneers Conference and Show is all this and much more. This four-day event is packed with over 50 educational seminars to sharpen your business skills and expand your professional network. The pace is fast and the options are plentiful, so we've created this packet to help you navigate your way through your first Conference and Show!

First, you are invited, and strongly encouraged, to attend the First-Timers Breakfast at 7 a.m. on Wednesday, July 12th. If you haven't already done so, reserve a seat by contacting Laina Gunsallus at lgunsallus@auctioneers.org.

LOCATION

Most conference events are held at the **Hyatt Regency Downtown**. A complete list of all conference functions is available through the NAA Conference app (see page 4 for information) and online at www.conferenceandshow.com. A printed program will be available onsite as well.

HOTEL INFORMATION

Association Headquarter Hotel

Hyatt Regency Downtown

350 N. High St.
Columbus, Ohio 43215
614-463-1234
www.columbusregency.hyatt.com

Additional Hotels

Crowne Plaza (attached to the Hyatt Regency by indoor skywalk)

33 E. Nationwide Blvd.
Columbus, Ohio 43125
1-800-338-4462

Drury Inn (attached to the Hyatt Regency)

88 E. Nationwide Blvd.
Columbus, Ohio 43125
1-800-325-0720

CONFERENCE POLICIES

Name Badge

All conference attendees, exhibitors and visitors are required to wear a current conference name badge provided by the NAA for this specific event to gain access and/or attend conference events, education classes, seminars, meetings, networking opportunities, trade show and visiting with attendees. This policy will be strictly enforced.

Code of Conduct

NAA seeks to provide a conference environment in which all participants may learn, network and enjoy the company of colleagues in an environment of mutual human respect. Conference participants seek to learn, network and have fun. Please do so responsibly and with respect for the right of others to do likewise. Some behaviors are, therefore, specifically prohibited:

- Harassment or intimidation based on race, religion, language, gender, sexual orientation, gender identity, disability, appearance, or other group status.
- Sexual harassment or intimidation, including unwelcome sexual attention, stalking (physical or virtual), or unsolicited physical contact.
- Yelling at or threatening any participant, including speakers and staff (verbally or physically).

NAA does not tolerate harassment in any form, including, but not limited to: talks, parties, Twitter, Facebook, and other online media. Conference participants violating these rules may be sanctioned or expelled from the conference without a refund at the discretion of the conference organizers.

All attendees, speakers, exhibitors, sponsors, volunteers and guests at conference are required to agree with the following code of conduct. By attending C&S, you agree to follow these rules at conference and at conference-related social events.

Videotaping and Photography

By registering and attending Conference and Show, you consent to being videotaped or photographed and understand that these are subject for use in NAA materials. This includes the recording of children under the age of 18.

Private Meeting Room Policy

The National Auctioneers Association does not permit other groups to host similar on-site meetings at the Hyatt Regency Downtown, the Crowne Plaza Hotel and/or the Drury Inn. The NAA will work with trade show exhibitors and sponsors who have a need for a private meeting room to meet with conference attendees (based on availability).

Unauthorized Recordings

Unauthorized, private recording of NAA conference events is not allowed. Please note: IAC and IJAC contestants may have their individual performances filmed/recorded for their own personal purposes. Recording of the entire competition or other contestants without permission is not allowed.

DRESS ATTIRE

Professional and business casual attire is appropriate during Conference and Show. The President's Gala and Hall of Fame Awards dinner, held on Thursday evening, is a little more formal. Professional business attire is recommended. The Welcome Party on Tuesday evening is casual. The weather in Columbus will likely be warm, so please be prepared for hot day-time temperatures. Evenings may be cool. Columbus IS in the Midwest—an area of the country known for experiencing unseasonal hot spells. It is summertime and the weather is unpredictable. Please come prepared.

AIRPORT TRANSPORTATION

AIRPORT CAB

Orange Cab

614-414-0000

Yellow Cab

614-444-4444

AIRPORT SHUTTLE

AirConnect

Express bus service runs between John Glenn International, the Greater Columbus Convention Center (GCCC) and downtown hotels. The connector bus stops at baggage claim every 30 minutes and cost is \$2.75 each way. Ride passes can be purchased with credit/debit cards at the bus stop just to the right of the taxi station or cash only on-board.

GO Airport Shuttle

goairportshuttle.com

REGISTRATION/CONFERENCE CREDENTIALS

All conference attendees, guests and participants must wear appropriate conference credentials to participate in conference events, seminars, and gain access to the trade show floor and visit with attendees. A full program of conference events is available at the registration desk.

Registration desk hours in the Franklin Foyer of the Hyatt Regency Downtown are Tuesday, 10 a.m. – 6 p.m. Wednesday, 8 a.m. – 4 p.m., Thursday, 7 a.m. – 5 p.m., Friday, 8 a.m. – 5 p.m.

CONFERENCE EDUCATION INFORMATION

In order to provide you with the most current information possible about the presentations and speakers, the class schedule and conference map is available within the Conference app and online at www.ConferenceandShow.com, under the “Schedule” tab.

CONTINUING EDUCATION (CE) CREDITS

Due to decreasing demand, NAA has not scheduled approved courses for relicensing in Illinois, Wisconsin and Texas for 2017. Please check with your state licensing board for online credit options.

Attendees with Tennessee licenses must supply your Tennessee license number and your exact name spelling as written on your license on the seminar evaluation form to receive appropriate credit allowed by this state.

For Attendees in other states requiring CE credits, we will send you an electronic CE certificate. You can send this certificate to your state agency.

QR Code for Continuing Education

For best results, we are encouraging everyone to scan the QR code that will be displayed during each session. Our instructors and monitors will be reminding you to do so at each class, [but you'll want to make sure you download a free QR reader to your mobile device prior to coming](#). (A QR reader is included in the Conference and Show app.) If you need help finding or using a QR code reading, stop by the Tech Bar on the tradeshow floor for assistance.

ANNUAL BUSINESS MEETING AND ELECTION/VOTER REGISTRATION AND BALLOT PICKUP

Thursday, July 13, 7:30 a.m. – 9 a.m. in the Regency Foyer of the Hyatt Regency Downtown

NAA members are required to formally register to vote and pick up a ballot if planning to participate in the annual election. Ballot pick up is from 7:30 – 9 a.m. in the Regency Foyer of the Hyatt Regency Downtown. Ballot desk closes promptly at 9 a.m. Once closed, ballots will no longer be distributed.

Members who return their absentee ballot by July 3 to the NAA Headquarters Office and determine they wish to vote in person must notify the Election Committee before the close of the ballot desk. The committee will identify the appropriate ballot by the members name and member number. The absentee ballot must then be destroyed before giving the member a new ballot.

Vote count numbers will be available on the Election Page of the Members Only section of www.auctioneers.org within 24 hours (the specific URL will be posted in the conference app).

NETWORKING OPPORTUNITIES

Here are a few tips to help you identify the various networking opportunities:

- Be open to meeting new people. Check out the online attendee roster (www.conferenceandshow.com, Materials/Rosters tab) ahead of time. Chat with people before you arrive in Columbus and make plans to meetup. Plan whom you want to meet and make it a priority to connect with him/her.
- Share experiences and ideas with classmates during and after each session. You chose the same session so you already have a shared interest.
- Follow #NAACS17 on Twitter and Facebook and participate in conversations.
- Realize the power of socializing after hours in the hotel lounge.
- Get to know the candidates running for office at “Meet the Candidates” on Wednesday morning immediately following the Opening Session.
- Attend the evening events. They’re entertaining, well attended and a perfect opportunity to meet someone new.
- Bring your business cards and wear your First Time Attendee ribbon.

CONFERENCE AND SHOW APP

Using your smartphone or tablet, go to the App Store (Apple devices) or Google+ (Android), search for “NAA Conference”, download the app to your device and follow the prompts.

Need help? The TechXperts, located at the Tech Bar (in the Hyatt Regency Downtown Union A Foyer on Tuesday and on the Delaware side of the tradeshow floor all other days), will be glad to assist you.

The app is a handy tool that allows you to electronically access the following important conference information:

- attendee directory
- conference schedule
- education seminars
- interactive trade show map, exhibitors and sponsors
- conference news
- local map
- social media, and more!



FOR YOUR CONVENIENCE

Emergency Procedures

First priority is safety. Once you’ve checked into your room, locate the nearest emergency exit from your hotel room. Once you’ve picked up your registration credentials at the Registration Desk, find the emergency exits in the Hyatt Regency Downtown (preferably all levels).

In the event of an emergency where medical attention is required, dial 9-1-1 and then notify the closest NAA staff personnel. If you are unable to notify NAA staff, please ask someone to help you.

In the event of a disaster, or in a situation where immediate evacuation is required, calmly proceed to the nearest exit. NAA staff and/or the hotel will inform attendees of emergency situations when appropriate.

Hospital/ Urgent Care

Grant Medical Center 1.1 mile
393 E. Town St.
614-722-2000

Hospital

Nationwide Children’s Hospital
2.2 miles
700 Children’s Drive
614-566-9000

Pharmacy

CVS
109 S. High Street
614-224-4261

Nearby Restaurants/Entertainment

You will receive an entertainment/restaurant guide in your registration packet onsite. The NAA Info Desk (Delaware Foyer) will also have copies of the guides, which can also be found on the Visit Columbus page of www.conferenceandshow.com.

WHAT YOU WILL PROBABLY BE DOING

We have six main events (general sessions) where all attendees gather at one time. They are:

- Welcome Party – Tuesday, 5:30-8 p.m.
- Opening Session – Wednesday, 8:30-10:30 a.m.
- Auction & Appetizers, Wednesday, 4:30 p.m. - 6 p.m. (donation check-in is from 11 a.m.–3 p.m.)
- Annual Business Meeting/Election, Thursday, 8:30 a.m. (ballot pick up is from 7:30–9 a.m. – no ballots distributed after 9 a.m. sharp.)
- President’s Gala and Hall of Fame Awards banquet – Thursday, 6-9 p.m.
- International Auctioneers Championship competition – Friday, 8 a.m. -9 p.m.

Educational seminars are scheduled from 1-4:30 p.m. Wednesday – Friday.

The trade show hours are Wednesday and Thursday from 10:30 a.m. – 5 p.m. and from 9 a.m. – 12 p.m. on Friday. Stamp cards are due to by 4 p.m. Thursday to be eligible for prize drawings. Drawings start Thursday at 4:30 p.m.; you do not have to be present to win. (Find your stamp card and complete rules in your registration packet.) Stamp cards can be turned into Info or Registration.

Lunch is on your own. The Market Stand Café is a full-service restaurant located in the Hyatt Regency Downtown. There is a Starbucks on level two, as well as a public food court located on level one of the hotel. Pick up a restaurant guide at the NAA Info booth or Registration desk for other ideas.

QUESTIONS?

If you have questions while at conference, visit the NAA Info Booth or Registration desk located in the Hyatt Regency—Delaware Foyer.

Access Conference information 24/7 via the
Conference app or online at
www.conferenceandshow.com.

See you in Columbus!