



## Wisconsin Library Association

The WLA 2002 Conference Planning Committee invites you to check out the enclosed information on the programs and events being planned for the 2002 Wisconsin Library Association Annual Conference, October 29 – November 1.

**Location:** The conference will be held at the Marriott Madison West in Middleton. The Middleton-Madison area offers a variety of ethnic restaurants, shopping malls, unique bookstores and points of interest such as the UW Arboretum, Olbrich Botanical Gardens, and the Elvehjem Museum of Art.

**Registration:** This booklet includes your registration form. Please register only one name per form. Submit one copy. Additional forms are available online (<http://www.wla.lib.wi.us/wla2002>) or from the WLA office. Photocopies are accepted. You will receive a receipt at the conference.

**Deadline:** The deadline for pre-registration is October 4, 2002. An additional fee of \$10 will be charged for on-site registration, which will be located in the Marriott Madison West Hotel.

<b>Registration Hours:</b>	Tuesday:	3:00 p.m. – 7:00 p.m.
	Wednesday:	7:00 a.m. – 7:00 p.m.
	Thursday:	7:00 a.m. – 7:00 p.m.
	Friday:	7:00 a.m. – 10:00 a.m.

**Required Registration:** All attendees are required to register to attend all meetings and events. Members from other state library associations may register for the conference at WLA rates. All conference exhibitors are automatically registered for the entire conference. Exhibitors must return the registration form only if they plan to attend a meal or order a box lunch.

**Meal Functions:** Space is limited for meals, so register as soon as possible. Because WLA is required to provide the hotel with an advance count, no meal tickets will be sold on site. Please select the meals you wish, including box lunches, on the registration form. No changes will be made at the conference. Box lunches will be available on Wednesday and Thursday. A limited number of restaurants are within walking distance.

**Other Meal Options:** Included in your conference packets will be a list of area restaurants. A free continental breakfast in the conference area will be provided Wednesday, Thursday, and Friday.

**Dress:** Casual dress and shoes are recommended.

**Housing:** All conference events will be held at the Marriott Madison West. Blocks of rooms have been arranged at the following hotels: Marriott Madison West, Baymont Inn and Suites of Madison, Comfort Suites of Madison, and Fairfield Inn West. When calling to make your reservation, please specify that you are attending the WLA Conference in order to receive the special conference rate.

**Parking:** Free parking is available at the conference hotel.

**Accessibility:** The Marriott Madison West is accessible and usable by persons with disabilities. If you require special accommodations, attach a written description of your needs with your registration form. Contact the other hotels directly with questions about accessible lodging. TDD users, please use the Wisconsin Relay System, 1-800-947-3529.