

NGIS

FREQUENTLY ASKED QUESTIONS



I want to pay via invoice is that possible? Absolutely, to request a P.O send email to registration@ngis.org. When submitting a check please include the registration number along with the attendee's name.

What forms of payment does the onsite registration desk accept? We accept company or personal check, credit card, and cash.

What is the refund policy? Conference registrants canceling their registration on or before September 11, 2023 will receive a full refund, please contact registration@ngis.org. If registrant is unable to attend after September 11, 2023 you can transfer your registration to someone else from the same company / organization, please let registration know **1 week prior** to the conference at registration@ngis.org. No-shows and on site purchases are non-refundable.

How do I register for a preconference event?
Coming soon.

Can I send a substitute in my place? Attendees may be substituted up until 5:00 pm PST, October 2, 2023. Send an email to registration@ngis.org.

Can I bring a guest to the Social? Absolutely, we will need to charge for the guest ticket. The fee will be \$50 and you can purchase the ticket during registration or come back and do it later. We'll have that ticket ready for you at event registration.

What meals are included with my registration? Thursday Lunch.

Will there be Wi-Fi available? We've got you covered - there will be free Wi-Fi available throughout the conference, just ask at the registration booth. Also, you'll have free Wi-Fi in your hotel room covered by room rate.

I have registered for the conference and need to make changes. How can I do that? Log back in to [Registration NGIS 2023](#)

I no longer be attending the full conference, so I need to change my registration to one day, how do I do that? Contact registration@ngis.org

