

**57th Annual ICSC Conference**  
**October 6 - 9, 2019**  
*Sheraton Grand Hotel, Chicago, Illinois*

**Frequently Asked Questions**

**How can I register for the conference?**

Online registration is available on the ICSC website by clicking [HERE](#). You may also call our office at 800-352-3452.

**What are the payment options?**

Checks, VISA, MasterCard, Discover and American Express are accepted. Please make checks payable to ICSC. Your registration will be confirmed when payment is received. *Conference registration and payments must be received prior to the conference.* Payments cannot be accepted during the conference.

**How can we take advantage of the early bird registration discount if we do not yet know who will be attending?**

You can purchase registration “spots” on or before July 31, 2019, and submit the name of the attendee to us by August 31, 2019.

**What all is included in my registration fee?**

- Insightful speakers each day of the conference
- Thought-provoking presentations given in ten separate tracks
- Valuable how-to resources and ideas to take home and implement immediately
- Inspiring liturgies
- Receptions with exhibitors on Monday and Tuesday afternoons
- Served Breakfast and Plenary Session on Monday morning
- Continental breakfasts with exhibitors on Tuesday and Wednesday mornings
- Gala Dinner Tuesday evening
- Multiple networking opportunities with peers
- A chance to be enriched both personally and professionally
- Opportunities to learn more about a wide variety of products and services from professional organizations in the ICSC conference exhibit hall

**Are there any member registration discounts?**

Yes, we have discount options for ICSC members:

1. Easter Discount is \$529, register before June 9, 2019.
2. Early bird member discount is \$549, register on or before July 31, 2019.
3. Member rate of \$599, register on or after August 1, 2019.

**Can I become a member and register for the conference at the same time to save money?**

Yes, you have the option of joining ICSC during the registration process! In fact, there is a membership section on the conference registration form.

**My parish is not yet a member of ICSC, but my diocese is a member. May I register for the conference under the diocesan membership?**

*If your parish has never sent anyone to an ICSC conference*, for one time only, yes, you may take advantage of the diocesan membership to register as part of a “Come and See” invitation.

**What is the cancellation policy?**

Any registration cancellation received by August 1, 2019 will be eligible for a refund, less a \$100 administrative fee. **Without exception, all refunds must be requested in writing.** **PLEASE NOTE THERE ARE NO REFUNDS AFTER AUGUST 1, 2019.** Postmark or date of email determines cancellation deadline.

**Can I send someone in my place if I can no longer attend?**

Yes, please be sure to contact us as soon as possible (must be before September 15, 2019) with your replacement’s name and contact information so they will have proper credentials and information once they arrive at the conference.

**Is there a single-day registration fee?**

No, ICSC does not offer single-day or single session registrations for the annual conference.

**How many firms will be represented in the Exhibitor area?**

We have 69 organizations offering a variety of parish, school, foundation and diocesan products and services committed to joining us as exhibitors. Several will be sharing their expertise with us in session presentations as well.

**May I bring a guest to the conference liturgies?**

Yes, we are delighted to welcome your guest to worship with us!

**May I bring a guest to the breakfast and/or gala dinner?**

Yes, guest meal passes are available for an additional cost if purchased on or before September 1, 2019. Please contact the ICSC office at 800-352-3452 if you would like to purchase guest passes for a meal.

**May I bring a guest to the exhibit hall?**

Only registered attendees are allowed entrance to the exhibit hall. Regrettably, we are unable to accommodate young people under age 18.

**Do I have to attend all the sessions in one specific track or pre-register for sessions?**

You do not have to attend every session in one specific track, and you are free to attend the sessions that are most beneficial to you. You also do not need to pre-register for the conference sessions you want to attend. We do limit the sessions designated as *clergy-to-clergy* to attendance only by clergy guests.

**Are you offering a special hotel rate for the conference? How do I make my hotel reservation?**

Special conference hotel rates have been secured at the Sheraton Grand Chicago Hotel. A block of rooms have been reserved from October 5 - 9, 2019 at the nightly rate of \$219 single or double occupancy, plus taxes. Reservations must be made through our conference coordinator, Plaza Meetings, at <https://www.plazameetings.com/icsc/> to receive the conference rate.