

## General Information

### Qualifications for Attendance

AAOMS fellows and members in good standing (those whose 2009 dues are paid in full), candidates for membership under a pending application, residents in accredited oral and maxillofacial surgery programs and fellows in recognized or accredited fellowships are eligible to attend the 2009 Dental Implant Conference at the member fee. AAOMS residents/students in an accredited program in the US not on file with AAOMS who wish to attend the Dental Implant Conference must have their chiefs verify residency status to AAOMS headquarters in writing to attend free of charge.

International residents will be charged the same fee as an International OMS who is not a member of AAOMS.

General dentists, other dental specialists and office assistants may also attend the Conference.

### Conference Registration

If you register by November 2, 2009, your registration packet, including meeting badge/badge holder, will be mailed to you prior to the conference.\*

Anyone registering after the November 2, 2009 deadline will be registered at the on-site registration rate and must pick up their meeting badge at the on-site registration center located on the Ballroom Level, Chicago Ballroom West Promenade. Advance registration will save you time when you arrive at the conference, and is strongly recommended.

\* All international (non-US) registrants must check in at the AAOMS "Will Call/International Packet Pickup" counter outside the Chicago Ballroom West Promenade of the Sheraton Chicago Hotel & Towers. We regret that we cannot mail registration packets to addresses outside the United States.

### Register online

AAOMS fellows and members, their allied staff and general dentists/other dental specialists may register via the AAOMS Web site. All others should mail or fax a completed registration form to the AAOMS headquarters office.

Children and spouses may be registered as guests under the doctor's registration. Attendees registered as guests will not receive continuing education credit for any sessions.

#### *Steps for registering online:*

1. Point your browser to [aaoms.org](http://aaoms.org).
2. Click on the Dental Implant Conference logo on the home page.
3. AAOMS fellows/members and their allied staff:  
Click the "AAOMS Member/Allied Staff Online Registration" link. Register multiple attendees from your practice without logging out and entering your credit card information multiple times.

Only AAOMS fellows and members may login online. To register allied staff, you must login using your six-digit member identification number.

Enter your last name and six-digit member identification number in the fields provided. (If you can't find your identification number, call AAOMS headquarters at 800/822-6637.) Click the submit button.

General Dentist/Other Dental Specialist – Click the "General Dentist/Other Dental Specialist Online Registration" link. Enter the personal information as requested. The meeting materials will be sent to the address you enter. You must choose a category of "Other Dental Specialist" to be allowed to register for the meeting. Click the "submit" button.

4. Click on "Dental Implant Conference."

### Members

To register yourself, click "register now." You will be taken through a series of screens to choose classes and add guests. After you complete your registration, you will be able to register other attendees for the same meeting or a different meeting by clicking the appropriate button on the checkout summary page.

### Allied Staff

To register allied staff, click "register other attendees." You will be taken to a list of individuals in the database who are affiliated with your practice. To register an individual from the list, click "register now," and you will be taken through a series of screens to add guests. To register an individual that does not appear on the list, click "add new registrant." Enter the personal information as requested. You must choose a category; only allied staff will be allowed to register for the meeting. Click the "submit" button.

You may now select the new individual from the list to register for the meeting. Attendees entered during the current transaction will show a status of incomplete on the attendee list until payment has been completed.

### General Dentists/Other Dental Specialists

To register yourself, click "register now." You will be taken through a series of screens to add guests. After you complete your registration, you will be able to register other attendees for the same meeting by clicking the appropriate button on the checkout summary page.

5. Payment must be made by Visa, MasterCard or Discover at the time of registration. You will receive onscreen notification when your payment and registration have been accepted. You will also receive confirmation via e-mail and regular mail. Please retain a copy of the confirmation for your records.

If you need to make changes to your registration after you receive the confirmation, please fax a copy of the confirmation with a note of the changes and your payment information to the AAOMS registration department at 847/678-6279.

# General Information

## Register by mail or fax

1. Complete the registration form included in this program (photocopies are acceptable). The advance registration deadline is November 2, 2009.

Registration fees vary based on the date your registration form is received at AAOMS headquarters. Fees are indicated on the registration form. There is no general registration fee for spouses.

Professional and allied staff must include the practice name in the space provided.

2. Mail or fax the completed form with the appropriate payment to AAOMS by November 2, 2009. You may pay by check made payable in US dollars to AAOMS, or by credit card (Discover, Visa or MasterCard only).
3. Confirmation of your registration will be sent to you within a few weeks following receipt of your registration form.

## On-Site Registration Center

Attendees who have not registered by November 2, 2009, must register on-site. The registration center will be located at the Ballroom Level, Chicago West Promenade of the Sheraton Chicago Hotel & Towers.

### Registration hours:

Thursday, December 3  
12:00 noon – 5:00 pm  
Friday, December 4  
7:00 am – 5:00 pm  
Saturday, December 5  
7:30 am – 3:30 pm

## Cancellation of Registration and Refund Policy

Requests for cancellation of conference registration must be made in writing to AAOMS. All conference registration cancellations will be charged a percentage of the registration fee as follows: 25% of the registration fee if cancelled prior to October 18, 2009; 50% if cancelled between October 18, 2009 and November 17, 2009. No refunds will be provided to “no shows” or to registrants whose written notification was received after November 17, 2009. The cancellation date will be the date written notice is received at AAOMS Headquarters. No refunds will be provided on-site.

## Attire

Winter-weight clothing is appropriate for Chicago’s December climate. Business attire is requested for all educational sessions.

## Videotape and MP3 Audiodisc Sales

Video and audio recordings of the educational program may be ordered on-site. Representatives from The Source of Knowledge, the official AAOMS recording source, will be available throughout the meeting at the audio/video sales desk located in the Chicago Ballroom East Promenade.

### Hours:

Friday, December 4  
8:00 am – 4:30 pm  
Saturday, December 5  
8:00 am – 4:30 pm  
Sunday, December 6  
8:00 am – 12:00 noon

Photographing, audio recording and video recording of AAOMS educational sessions by any individual attendee are strictly prohibited.

## Important Notice!

### Download Dental Implant Conference session handouts at [aaoms.org](http://aaoms.org).

Session handout materials provided by Dental Implant Conference presenters will be available to registered attendees only at [www.aaoms.org](http://www.aaoms.org). Registrants may access their handouts online BEFORE and AFTER the Dental Implant Conference.

### Before the meeting:

All registrants will be provided a password that will allow them to access handouts at [aaoms.org](http://aaoms.org), the AAOMS Web site, for printing or downloading to a PDA or computer prior to arriving at the Dental Implant Conference.

### After the meeting:

Handout materials will continue to be available on [aaoms.org](http://aaoms.org) for 90 days following the close of the conference for all registrants.

Instructions for downloading your Dental Implant Conference Handouts:

1. Go to the Dental Implant Conference page on the AAOMS Web site ([www.aaoms.org/implant\\_conference/2009/](http://www.aaoms.org/implant_conference/2009/))
2. Go to the appropriate event type under “Education”
3. Click on the specific session you will be attending.
4. Click on the “Download Handouts” link.
5. The first time you click on the “Download Handouts” link, you will be prompted to enter your password. (NOTE: the next time you want to download a handout for the 2009 Dental Implant Conference, the computer will remember your log-in and you will not need to reenter your password.)