

RESIDENT MEMBER HOUSING GUIDELINES
2021 CNS Annual Meeting – October 16-20, 2021

- The subsidized housing benefit is available beginning with arrival Friday, October 15, 2021 and departure, Wednesday, October 20, 2021. To be granted a Friday or Saturday night hotel stay you must also be registered for a Symposia the following day. Housing is confirmed on a first come, first-served basis, as long as the CNS subsidized housing is available. Double Occupancy applicants will be given priority over requests for single occupancy, regardless of application date.
- Eligibility is open to **CNS Resident Members** (US/Canada/Mexico) and **International Vista Resident Members** (outside North America) in good standing and only at the Hilton Austin. This benefit does *not* apply to residency graduates who are participating in a fellowship in Neurosurgery. **Residents in ACGME accredited programs** are automatically granted complimentary CNS membership at the commencement of their programs. **Canadian and Mexican** neurosurgical residents may become CNS Resident Members by completing a [Resident application](#) and submitting their one-time \$25 application fee. **International neurosurgical residents** may become CNS International Vista Resident Members by completing the [IVR application](#) and submitting a dues payment of \$50 by June 4, 2021. Please contact CNS Member Services at membership@cns.org or at (847) 240-2500 with inquiries.
- To apply for Resident Housing, complete the **Resident Member Housing Application**. All applications must be sent directly to the CNS, **not** the hotel or the CNS Registration and Housing Center. You may submit your completed application via email to meetings@cns.org.
- The CNS Resident member housing is based on double occupancy. You will be matched with a roommate of the same gender. Each prospective applicant must sign the application indicating that they agree to the assignment of a roommate by the CNS to receive subsidized housing at the 2021 CNS Annual Meeting. The CNS shall not be held liable for any matters arising from, related to, or in any way connected with the Annual Meeting, including roommate assignments made by the CNS.
- If you would like to request a specific Resident as your roommate, both applications must be submitted together. Both applications must be signed by both residents indicating mutual agreement to share a room with each other. If your occupancy dates do not match, you will be charged the single rate of \$90.56 for unmatched nights. Resident housing is only available at the Hilton Austin.
- *Shared resident accommodations will have priority over requests for single occupancy accommodations.* Requests for single occupancy or with a spouse will be eligible for a partial CNS subsidy. The CNS will cover a portion of the room rate and the resident is responsible for paying the additional portion of the room rate directly to the hotel.
- CNS subsidizes room rate and tax only. Residents are responsible for all other hotel expenses incurred during their stay (i.e., room service, mini bar, telephone calls, etc.) and will be required to provide a credit card once you are awarded resident housing.
- To be considered for this program, participants must be registered for the 2021 CNS Annual Meeting AND submit their Resident Housing Application no later than Friday, August 6, 2021. **If you are not registered for the meeting, you will not be eligible for resident housing.**
- If you are accepted for the CNS Resident Housing Program, you will be notified if you are accepted no later than Friday, August 13, 2021. You will receive an emailed confirmation of your acceptance and you must reconfirm your participation, including arrival and departure dates, by the deadline on that confirmation. You will also be required to submit a credit card to guarantee your resident housing reservation. If you are accepted and have also reserved a room through the CNS Registration and Housing Center, it is your responsibility to cancel your duplicate room and request a refund of your housing deposit.
- Please note: If you decide not to attend or change your arrival date, it is your responsibility to contact the CNS directly. **Any expenses incurred due to cancellation, no show or late arrival will be billed to your credit card on file.**

Congress of Neurological Surgeons
10 North Martingale Road, Suite 190
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Phone: 847 240 2500
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The **Resident Housing Application Form** must be received at the CNS no later than **Friday, August 6, 2021**.
Any requests received after July 10 may not be honored.



RESIDENT HOUSING APPLICATION

DEADLINE: Friday, August 6, 2021

2021 CNS ANNUAL MEETING

Austin, TX

RESIDENT HOUSING APPLICATION (Please print clearly)

Full Name (First, MI, Last)			
Street Address			
City, State, Zip			
Residency Program	Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Phone	Fax		
Email	Cell		

HOUSING REQUEST (Please complete all areas)

Arrival _____ Departure _____

☐ Double Occupancy Room shared with another Resident \$ 0
(please select roommate preference below)

☐ I agree to share a hotel room with _____
during the CNS Annual Meeting (both Residents must submit
housing applications together)

☐ I understand the CNS will assign a Resident of the same gender to
share a room with me during the CNS Annual Meeting.

☐ Single Occupancy Room (Or Shared with Spouse) \$90.55 per night

☐ SPECIAL NEEDS: Please identify:

If you are accepted into the CNS Resident Housing program, a representative from the CNS housing bureau will contact you to collect your credit card information. You are required to provide your credit card to guarantee the reservation, failure to do so could result in the forfeiture of your resident housing reservation.

Note: If you cancel or change your arrival or departure dates, it is your responsibility to contact the CNS directly to avoid cancellation charges. Any expenses incurred due to cancellation, no show, or late arrival will be billed to your credit card.

The subsidized housing benefit is available beginning with arrival on Friday, October 15, 2021, and departure, Wednesday, October 20, 2021. To be granted a Friday or Saturday night hotel stay you must also be registered for a Symposia on the following day.

If you choose not to participate in the CNS Resident Member Housing Program, please utilize the housing section on the Advanced Registration Form to reserve your housing for the Annual Meeting. Please note that subsidized housing is only available at designated hotels, and that we cannot guarantee subsidized housing to every CNS Resident Member who applies. If you request a reservation through the CNS Registration and Housing Center with a deposit **and** apply for the CNS Resident Housing Program, it is your responsibility to cancel your extra room and request a deposit refund if you are accepted.

ACCEPTANCE

I hereby release, and agree to defend and hold harmless, the CNS and any of its officers, agents, representatives, members or employees from any and all claims and liability arising or asserted at any time and of whatever nature or basis, for any loss or damage arising from, related to, or in any way connected with my attendance at or participation in the 2021 CNS Annual Meeting, including the assignment of a roommate for me during the Annual Meeting.

Applicant Signature _____

This form must be received via Email by July 9, 2021

Congress of Neurological Surgeons
10 North Martingale Road, Suite 190
Schaumburg, IL 60173

Email: meetings@cns.org

For Office Use Only

Date Received _____ Member

ID _____