



Enabling Connections™

USB-IF Compliance Workshop #134

May 7 – 10, 2024

Vendor-Hosted Test Room Form

The purpose of this form is to get your Vendor-Hosted Test Room placed on the correct testing floor and space appropriately to prevent testing interference. Please fill out and submit your completed form to the USB-IF via fax at +1(503) 644-6708 or by email at admin@usb.org by **Friday, April 19th**.

- Faxing in this form does NOT register you for the event. To register for CW#134, please visit <https://usb.org/complianceworkshop>.
- Completing this form does NOT make your sleeping room reservation for your test room. For information on how to make your test room reservation at the rate of USD \$163 + tax per night, please read below.

Making Your Test Room Reservations: Please make your test room/sleeping room reservation using the hotel event reservation link located on the event page located [here](#).

Test rooms and sleeping rooms cost the same price per night at this hotel.

Use the FIRST and LAST name you listed on your Vendor-Hosted Test Room form if you are required to host a test room so we can find your reservation and place you in the correct room.

The hotel cut-off date is **April 22, 2024** We recommend you make your reservation as early as possible. This will help ensure your ability to get a room, as the hotel has been known to sell out. Once the group block is filled, rooms will be available at the prevailing rate. If you register and are unable to secure a room for testing days, the standard event cancellation policy will apply. **Please note: if needed, you are responsible for organizing and requesting a late checkout directly with the hotel.**

HOTEL

Embassy Suites by Hilton Portland Downtown
319 SW Pine Street
Portland, OR 97204-2726USA
Phone: 1-503-279-9000

Event Dates:

May 7-10, 2024

Cancellation Policy: Companies that no-show or do not cancel their testing reservation(s) for the upcoming workshop in writing to cancellations@usb.org by midnight (PT) **Sunday, April 21, 2024** will not be eligible to test at the next scheduled Compliance Workshop, and subject to a \$500 cancellation fee. The cancellation fee must be paid before the company will be eligible to register for future workshops. This policy will be strictly enforced.

Company: _____

Product Type: _____ **Product:** _____

First Name: _____ **Last Name:** _____

Email: _____ **Phone:** _____

Check-in Date: _____ **Check-out Date:** _____

Hotel Reservation Confirmation Number: _____