



May 12, 2009

TO: All Corporate Members/Sponsors
FROM: Dorothy Green Phillips, FLASCO Executive Director
RE: 2009 FLASCO Fall Meeting – November 6-7, 2009, Tampa Airport Marriott Hotel

The official Meeting Announcement for the FLASCO 2009 FALL Session will be available on the FLASCO website soon.. (www.FLASCO.org) Below are some specific information for Corporate Members/Sponsors

HOTEL RESERVATIONS:

- The FLASCO Executive Director will handle **ALL** hotel reservations.
- The hotel has requested that all room reservations be made prior to **October 1, 2009**. After that date reservations will only be accepted on a space-available and rate-available basis.
- Any hotel reservations or changes made after October 1, 2009, will be subject to a \$50 charge.
- The hotel requires FLASCO to pay for all rooms that are not cancelled **five (5)** days prior to scheduled arrival. Reservations may be cancelled by calling Dorothy Green Phillips at: 800.444.1410, Ext. 4410.
- Special sleeping room rates have been extended to FLASCO at the rate of \$190.00 per night, single or double (includes all taxes and other hotel fees). Rate is available three days prior to meeting and the following meeting.

MEETING REGISTRATION & MEALS:

Please note an important change – Only the FLASCO Platinum, Gold, Silver and Bronze Members/Supporters may attend the Friday night dinner – Tables may be assigned for this dinner. **All corporate representatives** are invited to attend the Saturday buffet breakfast and lunch.

Platinum Members/Supporters: No Registration Fee and Friday night comp dinner for up to six (6) reps

Gold Members/Supporters: No Registration Fee and Friday night comp dinner for up to four (4) reps

Silver Members/Supporters: No Registration Fee and Friday night comp dinner for up to two (2) reps

Bronze Members/Supporters: No Registration Fee and Friday night comp dinner for one (1) rep

EXHIBIT INFO:

FLASCO would like to invite your company to exhibit at this meeting. **The cost is \$1,500** for all companies with the exception of our Platinum and Gold Members, for which the fee is waived. For our **Silver Members the exhibit fee is \$500** and for **Bronze Members the exhibit fee is \$750**. **Please complete the Exhibit Form and return it by September 1, 2009.**

REGISTRATION FORM – If you are attending this meeting, please complete the enclosed **Corporate Representatives Registration Form** and return it together with your check or provide credit card information to the FLASCO Office on or before September 1, 2009. **Each corporate attendee must complete a Corporate Registration Form.**

Exhibits may be set up at the hotel after 3:00 pm on Friday, November 6, 2009

Exhibit Hours:	Friday, November 6, 2009	6:00pm - 7:30 pm (Cash Bar in room)
	Saturday, November 7, 2009	6:30am – 8:00 am
	Saturday, November 7, 2009	10:15 am - 11:00 am (break in room)