



CAMPUS HOUSING RESERVATION DEADLINE: MAY 16, 2008

March 2008

Dear 2008 Florida Annual Conference Participant,

The 2008 Florida Annual Conference Event of The United Methodist Church will convene on Thursday, May 29, in Lakeland, Florida, with pre-conference activities and registration beginning on Wednesday, May 28. The Office of Church Relations at Florida Southern College will coordinate campus housing again this year. To make your stay at Florida Southern College as comfortable as possible, please read this letter carefully and follow the procedures.

IMPORTANT: The Office of Church Relations coordinates only campus housing and campus meals. All other information or materials should be obtained from the Florida United Methodist Conference Center at (863) 688-5563 or (800) 282-8011. Information about the conference event, including campus housing, can also be found on the conference web-site at <http://www.flumc.org>, under the link 2008 ANNUAL CONFERENCE EVENT.

Enclosed with this letter is your Reservation Card for campus housing and meals. This card must be returned with full payment in order for a room assignment and meal ticket reservation to be made. Rooms will be assigned in the order that the Reservation Cards are received in this office. Reservations will not be accepted over the telephone. Meal tickets and keys will be issued at the time of registration. Hours of registration: 3:00 p.m. to 7:00 p.m. on Wednesday, May 28; and 8:00 a.m. to 5:00 p.m. on Thursday, May 29. Residence halls will close at 3:00 p.m. on Saturday, May 31.

LODGING - The room fee for housing is \$75.00 per person. For youth, ages 12-18 or still in high school, and adult chaperones staying with the youth, the room fee is \$50.00 per person. There are a very limited number of rooms available to accommodate physical disabilities, especially wheelchair accessibility. These rooms will be assigned on a first-come, first-serve basis. Please note the "physical disability" section on your Reservation Card and describe on the back any limiting conditions you may have. It is important to remember that there are steps leading to most of the available rooms.

Complimentary housing is available for retired ministers of the Florida Conference receiving pension and for pastors applying for probationary membership. Please clearly mark the Reservation Card to ensure that you receive this benefit if it applies to you. (Meal tickets are not complimentary and may be purchased if desired.) If you find after making the reservation you are unable to attend, please call the Office of Church Relations to cancel. Otherwise, the Florida Conference Office will be billed for your room.

Married housing is in the Panhellenic Residence Hall only. If your spouse is attending, please include his/her name with yours on the top line of the Reservation Card. Unfortunately, all married housing rooms do require some steps, even 1st floor rooms. Please be aware of this when making your reservations.

Rooms in the other residence halls are double occupancy. If you do not list a roommate, one will be assigned to you. To request a specific roommate, **both parties must indicate each other** on the Reservation Card. Limited requests for private rooms will be accepted with payment for two people.

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Reservations for children are not possible. Residence halls are not equipped for their safety. All rooms are non-smoking areas. Pets are not permitted on campus.

YOU WILL NEED TO SUPPLY YOUR OWN TOWELS, PILLOWS, SHEETS AND BLANKETS. MATTRESSES MEASURE TWIN-EXTRA LONG. REGULAR TWIN SHEETS WILL NOT FIT.

MEAL PLAN - Meals will be served in the FSC cafeteria beginning with breakfast on Thursday, May 29, and ending with breakfast on Saturday, May 31. A meal ticket may be purchased for \$42.00 per person, which includes breakfast and dinner – no lunch. The cost is the same for adults and youth. (Lunch is not being offered in the campus cafeteria due to the shortened lunch break during the business sessions of the annual conference. Lunch options will be available on-site at the Lakeland Center.) Campus meal tickets are nontransferable, one meal per meal period. Sorry, no exceptions. Payment must be returned with the reservation card. Individual meals may be purchased at the door: \$6.50 for breakfast and \$9.50 for dinner. All meals are served in the cafeteria.

A confirmation letter will be sent promptly to you upon receiving your Reservation Card and full payment.
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Florida Southern College is glad to serve the Florida Annual Conference by coordinating and making these services available to you. If you have any questions, please call the Office of Church Relations at (863) 680-4297 and speak with Lynn Hollis or email her at lhollis@flsouthern.edu.

Sincerely,

Mike Crawford
Director of Church Relations

Registration Times:	Wed., May 28	3:00pm – 7:00pm
	Thurs., May 29	8:00am – 5:00pm
Office Hours:	Wed., May 28	8:00am – 5:00pm
	Thurs., May 29	8:00am – 5:00pm
	Fri., May 30	9:00am – 3:00pm
Campus Cafeteria Hours		
Breakfast 6:30 – 8:30am		
Dinner 4:30 – 6:30pm		
Residence Halls close Saturday at 3:00 p.m.		
Reminder: Bring your own linens -- towels, sheets, pillows, and blankets.		
Mattresses measure TWIN, EXTRA LONG.		
Lodging: \$75.00 pp/adults; \$50.00 pp/youth (12-18)		
Meal ticket: \$42.00 per person (adult and youth)		
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