

IN PREPARATION FOR ASSEMBLY OCTOBER 5-7, 2018

1. The Agenda will be posted on the Area Website by 9/16/18. (www.afgarea9.org/assembly-2018-oct). DRs please share with your GRs via email or at your District Meetings before Assembly.
2. Hotel Information: Reservations for the hotel can be made by calling 407-830-1985 or *preferably* on line using the Hilton Hotel Link on our Area Website for this event: (www.afgarea9.org/panel-58---2018-2020). Deadline for this event for Group Rate Reservations (\$104) is September 14, 2018.
3. Registration for Assembly and Meal Choices: The Group Records and Technology Coordinators collaborate to make registration available on line. *On line is the most efficient way to register.* All the information is on the website for you to register and make your food choices. It is very easy as you will see by going to the website. In addition, you will see there, a free “get away weekend” at the Altamonte Springs Hilton for those who register before September 27, 2018 at 5PM.
4. Registration for Assembly is \$15.00. We plan two breakfast buffets, one on Saturday morning and one on Sunday morning. There will be a buffet lunch on Saturday as well. The breakfast buffets are \$10.00 each (or per meal) and the lunch buffet is \$15.00. The lunch buffet can be taken to the various Lunch and Learn Sessions planned for you. The cut-off date for *advance* registration and ordering these food items on line is 5:00 PM September 27, 2018. Go to the website for details at this link: (www.afgarea9.org/panel-58--2018-2020).
5. Rooms for Officers, Coordinators, Event Chairs and Past Delegates will be placed on the Master Bill. All other rooms will be guaranteed and charged to your credit card. You will arrange reimbursement from your Group or District depending upon your service position. You can refer to our Area Reimbursement form which will be on the website (www.afgarea9.org/assembly-2018-oct) as a reference in arranging reimbursement from your District or Group.
6. RSVP Deadline: DRs: You need to advise me your best estimate of how many attendees you will have from your District by September 17, 2018.
7. Report Deadline: DR/AISL combined reports, Coordinators, Event Chairs please have your reports sent in PDF form to Pat A, Technology Coordinator, at (Technology58@afgarea9.org) by September 26, 2018 to enable her to post on the website. These reports are needed to be available to all before the meeting.
8. DRs please remind your group to donate a basket for Raffle at Assembly. Coordinating that is D2.
9. Assembly will begin on Friday evening at 7:00PM in the Crystal Ballroom. We will have introductions, a FUN SHOP Presentation and the Delegate’s Report. We will then break into smaller groups. New GRs will attend a GR Orientation led by our Alternate Delegate and three others about finances, KBDM and a Literature Update.
10. There will not be an AMIAS Training available but there is AMIAS fellowship planned.

THANK YOU ALL FOR YOUR SERVICE!!!

“It takes one person to start something, but many others to keep it going”., Lois W., MVOJ