



**CAMPUS HOUSING RESERVATION DEADLINE: MONDAY, MAY 28, 2012**

March 2012

Dear 2012 Florida Annual Conference Participant:

The 2012 Florida Annual Conference Event of The United Methodist Church will convene on Thursday, June 14, in Lakeland, Florida, with pre-conference activities and registration beginning on Wednesday, June 13. The Chaplain's Office at Florida Southern College will coordinate campus housing. 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 2012 ANNUAL CONFERENCE EVENT or by e-mailing [ACQuestions@flumc.org](mailto:ACQuestions@flumc.org).

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 to 7:00 p.m. on Wednesday, June 13; and 8:00 a.m. to 5:00 p.m. on Thursday, June 14. **Registration will be held in k** (due to renovations being done to the Jackson Religion Building). Residence Halls will close at 3:00 p.m. on Saturday, June 16.

**LODGING** - The room fee for housing is \$90.00 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 (863-680-4297) to cancel. Otherwise, the Florida Conference Office will be billed for your room.

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 first-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.

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 dinner on Wednesday, June 13, and ending with breakfast on Saturday, June 16. A meal ticket may be purchased for \$48.50 per person, which includes breakfast and dinner – no lunch. (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. All meals are served in the cafeteria.

A confirmation letter will be sent promptly to you upon receiving your reservation card and full payment. RESERVATION DEADLINE: Monday, May 28, 2012.

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 contact Jennifer Foust in the Chaplain’s Office at 863-680-4297 ([jfoust@flosouthern.edu](mailto:jfoust@flosouthern.edu)).

Sincerely,

Mike Crawford  
Director of Church Relations

<b>Registration Times:</b>	<b>Wed., June 13</b>	<b>3:00pm – 7:00pm</b>
	<b>Thurs., June 14</b>	<b>8:00am – 5:00pm</b>
<b>Office Hours:</b>	<b>Wed., June 13</b>	<b>1:00pm – 5:00pm</b>
	<b>Thurs., June 14</b>	<b>8:00am – 5:00pm</b>
	<b>Fri., June 15</b>	<b>9:00am – 3:00pm</b>
<b>Campus Cafeteria Hours</b>		
<b>Breakfast 6:30 – 8:30am</b>		
<b>Dinner 4:30 – 6:30pm</b>		
<b>Residence Halls close Saturday at 3:00 pm</b>		
<b>Reminder: Bring your own linens -- towels, sheets, pillows, and blankets.</b>		
<b>Mattresses measure TWIN, EXTRA LONG.</b>		
<b>Lodging: \$90.00 pp/adults (3 nights)</b>		
<b>Meal ticket: \$48.50 pp (3 breakfasts and 3 dinners)</b>		
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**DEADLINE**  
**May 28, 2012**

FLORIDA SOUTHERN COLLEGE ~ 2012 FLORIDA ANNUAL CONFERENCE  
HOUSING/MEALS RESERVATION CARD – PLEASE PRINT

**DEADLINE**  
**May 28, 2012**

Name(s) \_\_\_\_\_

Adult Male \_\_\_\_\_

Adult Female \_\_\_\_\_

Couple \_\_\_\_\_

Mailing

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ District \_\_\_\_\_

Email address: \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Church Name \_\_\_\_\_

Roommate \_\_\_\_\_ Physical Disability (explain on back) \_\_\_\_\_

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PLEASE SELECT ACCOMMODATIONS NEEDED

Room only for ONE ADULT @	\$90.00 _____	Room only for TWO ADULTS @	\$180.00 _____
Room and Meals for ONE ADULT @	\$138.50 _____	Room and Meals for TWO ADULTS @	\$277.00 _____
Meals only for ONE @	\$ 48.50 _____	Meals only for TWO @	\$97.00 _____

Requesting complimentary housing (check one):  
 Applying for Probationary Membership  
 Retired FL Conference Clergy

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Make checks payable to *Florida Southern College*. Return form and payment to:  
Office of Church Relations, Florida Southern College, 111 Lake Hollingsworth Dr., Lakeland, FL 33801

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Office Use \_\_\_\_\_