



**Florida State Association of Supervisors of Elections  
2010 Annual Summer Conference  
May 16-20, 2010**

**Sanibel Harbour Resort & Spa  
17260 Harbour Point Drive  
Fort Myers, Florida 33908  
[www.sanibel-resort.com](http://www.sanibel-resort.com)**

**Reservations: 800/767-7777  
Telephone: 888/552-6901  
Telephone: 239/466-4000  
Facsimile: 239/466-2150**

TO: Vendors  
FROM: Sharon Harrington, Lee County Supervisor of Elections  
DATE: March 10, 2010  
RE: FSASE 2010 Annual Summer Conference

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Lee County will be hosting the Florida State Association of Supervisors of Elections (FSASE) 2010 Annual Summer Conference. On behalf of the FSASE, we would like to thank you for your past support of our organization. Without your help, the FSASE Annual Summer and Mid-Year Winter Conferences would not be possible.

We would like to encourage your full or partial sponsorship of the event of your choice, and we will guarantee your company's name to be displayed in a prominent place on programs, bulletin boards, and at ticketed events. We look forward to your participation on May 16-20, 2010. The conference will be held at the Sanibel Harbour Resort & Spa, 17260 Harbour Point Drive, Fort Myers, Florida (Lee County).

Vendor setup is scheduled for Monday, May 17, 8:00 a.m. to 5:00 p.m. Breakdown of booths is scheduled for Wednesday afternoon between 3:30 p.m. (after the last break) and 5:00 p.m.

If you are scheduled for a user group meeting, we will provide a podium with a microphone (if necessary). If you have any additional AV needs, you need to schedule those directly with the hotel as soon as possible. **Please note that all user groups are scheduled on Monday afternoon, May 17, 2010.**

Your registration packet includes the following:

- For room reservations at the Sanibel Harbour Resort & Spa, please call 800/767-7777. You must identify the group name, **Florida State Association of Supervisors of Elections**. Room rates are: \$149 single/double. **Reservations are due by April 30, 2010 for our Group Rate.** The group rate will apply three days before and after the official program dates.
- Vendor Conference Registration Form. Each full registration includes a complete payment for each break and meal function.
- Partial Registration or Extra Meal Ticket(s) Form to request extra meal tickets for specific functions/meals. There will be no extra tickets available once the conference begins.
- Event Sponsorship & Commitment Form
- Tentative Agenda (a more detailed agenda will be forthcoming as soon as it is available)

- Audio-Visual Equipment Rental Price List and contact information. Please contact the sales & catering departments at the hotel in advance of your arrival for audio-visual needs.
- Exhibits and/or AV Equipment: ***If exhibits need to be shipped to the Sanibel Harbour Resort & Spa for storage prior to the conference, please contact Anne Marie Copelin directly at the hotel (Telephone 239/466-2133; Facsimile 239/466-2268; Email Annemarie\_copelin@marriottsales.com) . See additional information attached. PLEASE NOTE: TABLE TOP DISPLAYS ONLY—NO POP-UPS DISPLAYS WILL BE PERMITTED.***

The vendor exhibition area and event sponsorship will be on a first come, first served basis, determined by receipt of completed registration forms and payment. The full registration fee per attendee for this conference is \$300.00 with a \$350.00 vendor fee. Vendors are required to purchase at least one full registration.

**The registration fee for this conference is \$300.00 per attendee. Please complete and return form OR complete on-line registration by going to the FSASE website @ [www.myfloridaelections.org](http://www.myfloridaelections.org) and click on the conference registration link. Registration forms along with payment should be forwarded to:**

**Please make checks payable to: 2010 FSASE Annual Summer Conference**

<b>Mail to:</b> <b>FSASE</b> <b>c/o Nanci Watkins</b> <b>P.O. Box 350</b> <b>Tallahassee, Florida 32302</b> <b>Telephone: 850/599-9120; Facsimile: 850/561-6834</b>	<b>Physical Address:</b> <b>FSASE</b> <b>c/o Nanci Watkins</b> <b>225 S. Adams Street, Ste 200</b> <b>Tallahassee, Florida 32301</b>
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We look forward to seeing you at the 2010 Florida State Association of Supervisors of Elections Annual Summer Conference May 16-20, 2010.

If you have any questions, or need additional information, please call Nanci Watkins, Executive Assistant, FSASE at 850/599-9120 or by e-mail [nwatkins@yvlaw.net](mailto:nwatkins@yvlaw.net).

Attachments