



**2019 Best Practices Round-up
Registration Form
February 11-13, 2019
Westgate River Ranch**

**REGISTRATION DEADLINE
January 25, 2019**

Please Print

County/School District/State College/Organization _____

Total number of members on your team _____

TEAM MEMBER REGISTRATION (Please fill out a complete registration form for EACH MEMBER of the TEAM from your school/state college/organization.)

First/Last Name _____ Title Dr. Mr. Mrs. Ms.
 School/Agency/Organization _____
 Job Title/Description _____
 Area of expertise: Administrator Dean Director Principal Instructor - *Subject Area* _____
 Grant writer Marketing Enrollment/Registration GED/CASAS/TABE Testing
 Career Pathways Other (Please specify) _____
 Mailing Address _____ City _____ State ____ Zip _____
 County _____ Phone _____ Email _____

Conference Registration

Full Conference Registration \$425 (per person) \$ _____
 (Monday evening check in, Tuesday, Wednesday)
Reg. Online: <https://netforum.avectra.com//eWeb/StartPage.aspx?Site=ACEFL&WebCode=HomePage>
Includes 6 meals: 2/11/19 Dinner
 2/12/19 Breakfast, Lunch, Dinner
 2/13/19 Breakfast, Lunch
Meal Restriction:
Vegetarian: _____
 There will be an additional charge for any special meal request other than vegetarian.

Billing Information

Credit Card or Check
 M/C VISA Discover AMEX Check
 Name on Credit Card _____
 Credit Card or Check Number _____
 Exp. Date _____ Security Code _____
 Additional email for receipt: _____
 Purchase Order (must include P.O. number) P.O. # _____
 Finance Department Contact Name: _____
 Email _____ Phone _____ Ext. # _____
 Please reference conference attendee name on all payments.
 Make checks payable to: **ACE of Florida Foundation**
Mail to: **912 S. Martin Luther King Blvd.**
Tallahassee, Florida 32301
Questions? 850-222-2233
Email: ace@aceofflorida.org **Registration Deadline: January 25, 2019**

Hotel Reservations

The hotel reservations will be made directly with the Westgate River Ranch and payment for the hotel rooms will be paid directly to Westgate River Ranch.

The conference registration fee will be paid directly to ACE of Florida Foundation.

Westgate River Ranch
3200 River Ranch Blvd.
River Ranch, Florida 33867
www.westgatedestinations.com

The Westgate River Ranch is centrally located in the middle of the state on Highway 60 between Lake Wales and Yeehaw Junction off the Florida Turnpike.
The casual atmosphere is the perfect location for practitioners to come together to collaborate, exchange ideas and compile the frameworks for Florida Adult Education Best Practices.

Please [see attachment for rooming information including room](#) types, prices and descriptions. You may click on the individual room links to view pictures of each room type.

To make hotel reservations, call:

Reservations: (877) 502-7058

Group Code: Tax Exempt: 64-679

Non-Exempt: 64-680

Parking is free (YEE-HAW!!)

Hotel Reservation Deadline: January 21, 2019

Processing – there will be a \$35 service charge for all returned checks.

Cancellation Policy – No cancellation refunds after January 18, 2019. A \$35 service charge will be deducted from each refund. Refunds will be issued six to eight weeks after the conference.