2019 Summer Symposium
Supporting Adult Education Leaders of Florida
June 9-11, 2019
Wyndham Grand Jupiter at Harbourside Place - Jupiter, Florida

The 25th annual Florida Summer Symposium for Adult Education Administrators will be Sunday, June 9 - Tuesday, June 11, 2019. The Summer Symposium is an important forum for administrators to discuss critical issues related to educating adults, immigrant adults, and WIOA. The symposium format allows participants ample opportunity to share ideas and develop solutions to the educational challenges of serving tomorrow’s diverse workforce.

Among the many vital topics to be addressed by state and national presenters, along with robust audience participation are:

♦ Professional development - resources, webinars, workshops and trainings being offered by ACE of Florida and IPDAE.
♦ National Spotlight - what is happening around the nation - what that means for Florida’s adult education programs.
♦ Best Practices - round table discussion and sharing.
♦ Issues from the field; Local topics; FL DOE updates - new initiatives, program requirements, funding, WIOA, Partnerships with Career Source Boards, Unified Plan and Local Plans.
♦ Immigration - overview of immigration reform and potential impact on adult education; Resettlement issues.
♦ Human Trafficking - resources and curriculum to work with in the classroom.
♦ Data - optimizing information to improve program delivery.

Sincerely,
Maria Miranda, Co-Chair
Julie Roberts, Co-Chair
June 9-11, 2019

**Wyndham Grand Jupiter at Harbourside**  
122 Soundings Avenue  
Jupiter, Florida  33477

**Reservations:**  (561) 273-6668  
**Group Name:**  ACE of Florida Summer Symposium  
**Web Link:**  [https://www.wyndhamhotels.com/groups/gr/ace-of-fl](https://www.wyndhamhotels.com/groups/gr/ace-of-fl)

**Hotel Registration Deadline:**  Wednesday, May 8, 2019  
*Reservations made after this date will be on a space available basis and special room rate is not guaranteed.*  
**Hotel Rates:**  $119.00 single or double Deluxe Room

Hotel room rates are subject to applicable state and local taxes.  
Hotel check-in time is 4:00 pm. Check-out time is 11:00 am.  
Early Departure Fee equal to one night’s room and tax will be charged to any guest that fails to inform the hotel of a change in departure and/or length of stay at the time of the guest check-in.

**Special Concessions:**  
*Hotel Service Fee Waived*  
*Overnight Self-Parking Waived*  
*Overnight Valet Parking discounted to $16.00

---

**Tax Exempt Procedures**  
In order to qualify for tax-exempt status the following must take place:  
- A Florida tax-exempt certificate or a Federal ID must be presented.  
- The method of payment **must** match the name on the exempt certificate.  
  - **Example:**  
    - *Tax Exempt Certificate*—Leon County Schools  
    - *Name on check or credit card*—Leon County Schools  
- A guest paying with a personal check, personal credit card or cash is disqualified from the hotel granting exempt status.

---

**Registration Information**  
Please fill out the registration form on the following page. You may fax the form to the ACE office along with credit card payment information, mail or email your registration form and payment to the ACE office.

**Exhibitor Registration Fee:**  
- **ACE Member:**  $1,000  
- **Non-Member:**  $1,250

**Please Note:**  
Registration is limited to 100 participants. There will be no on-site registration. Please plan to attend all sessions. Any request for refunds must be received by ACE of Florida prior to the Summer Symposium (before May 24, 2019.) There will be a $35 processing fee for cancelled registrations or returned checks.
2019 Summer Symposium

2019 EXHIBITOR REGISTRATION FORM

Please return this registration form and fee by **May 17, 2019** to:

ACE of Florida Foundation
912 S. Martin Luther King, Jr. Blvd.
Tallahassee, Florida 32301
Phone: 850-222-2233
FAX: 850-222-0133
EMAIL: ace@aceofflorida.org

Complete the registration form below. Please print.
Fax or mail the completed form with payment to the ACE of Florida office.

Company Name: _______________________________________
Street /Mailing Address: _______________________________________
City: ___________________  State:  __________   Zip:  _____________
Company Contact person:  _____________________________________
Email:  _________________________  Phone: _____________________

There will be an additional charge for any special meal request other
than vegetarian.

Representative attending: _______________________________________
Title:  ____________________________________________________
Street/Mailing Address: _______________________________________
City:  __________________  State:  ___________  Zip:  _____________
Email:  _________________________  Phone:  ____________________

Method of Payment:
☐ Check # __________   ☐ P.O. # ___________   ☐ Credit Card
Credit Card Information:
Name on Card: _______________________________________
*Card Number: _______________________________________
Expiration Date: _______________________________________
Signature: _______________________________________
Email for receipt: _______________________________________

☐ Yes I would like to sponsor the _____________________________
Sponsorship Amount: $ __________
Exhibitor Registration Fee: $ __________
Additional Representatives: $ __________
Total Amount: $ __________

No requests for refunds will be honored after May 24, 2019.
There will be a $35 processing fee on refunds.

Additional representatives - $300 per person
See Additional Representative Registration Form on the next page.
Additional Exhibitor Representative Registration Form

Please return this registration form and fee by May 17, 2019 to:
ACE of Florida Foundation
912 S. Martin Luther King, Jr. Blvd.
Tallahassee, Florida 32301
Phone: 850-222-2233
FAX: 850-222-0133
EMAIL: ace@aceofflorida.org

Complete a registration form for each additional representative. Please print.
Fax or mail the registration form with payment to the ACE office.

Additional Exhibitor Representative Registration Fee: $300 per person

Company Name: ____________________________________________

Additional Representative ____________________________________
Title: _____________________________________________________
Street /Mailing Address: ______________________________________
City: ___________________ State: ___________ Zip: ____________
Email: _________________________ Phone: ______________________

Meal Restriction: Vegetarian ________
There will be an additional charge for any special meal request other than vegetarian.

Additional Representative ____________________________________
Title: _____________________________________________________
Street/Mailing Address: ______________________________________
City: ___________________ State: ___________ Zip: ____________
Email: _________________________ Phone: ______________________

Meal Restriction: Vegetarian ________
There will be an additional charge for any special meal request other than vegetarian.

Method of Payment:
☐ Check # _____________ ☐ P.O. # _____________ ☐ Credit Card

Credit Card Information:
Name on Card: _____________________________________________
Card Number: _____________________________________________
Expiration Date: ___________________________________________
Signature: _________________________________________________

Total Number of Additional Representatives: _________
Total Amount ($300 per person): $ __________

No requests for refunds will be honored after May 31, 2019.
There will be a $35 processing fee on refunds.
One of the highlights of the Summer Symposium is having the publishers and vendors in the meeting room with the attendees. This encourages the vendors to participate in the discussions, learn the concerns and needs of Florida’s adult educators, as well as comment on possible solutions that vendors may have to problems adult educators are facing in the classroom. ACE is offering your company an opportunity for wider exposure in getting your name out by sponsoring an event at the Symposium.

All sponsors will receive:
- Half page ad in the symposium program book
- Facebook and Twitter Sponsor Recognition
- Signage with your company’s logo at the sponsored event
- Time to address the symposium attendees at the event.

Contact Ashley at the ACE office for more information about sponsorships and to confirm availability.

Phone: (850) 222-2233
Email: ashley@aceofflorida.org

*New Sponsorship Opportunity!*
Put your company name and information in everyone’s hand! Make your brand more memorable by sponsoring the hotel room keys. Have your customized look and message printed directly on the Symposium room keys. What better way to reach every Symposium attendee? Call now for more information!

<table>
<thead>
<tr>
<th>Event</th>
<th>Sponsorship Contribution Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donation of item(s) for the raffle on Tuesday</td>
<td>$1,250</td>
</tr>
<tr>
<td>*Room Keys Sponsorship</td>
<td>$1,250</td>
</tr>
<tr>
<td>Sunday, June 9</td>
<td></td>
</tr>
<tr>
<td>Welcome Reception</td>
<td>$2,500</td>
</tr>
<tr>
<td>Monday, June 10</td>
<td></td>
</tr>
<tr>
<td>Continental Breakfast</td>
<td>$1,500</td>
</tr>
<tr>
<td>Morning Break</td>
<td>$1,250</td>
</tr>
<tr>
<td>Lunch</td>
<td>Call ACE office to discuss</td>
</tr>
<tr>
<td>Afternoon Break</td>
<td>$1,250</td>
</tr>
<tr>
<td>Tuesday, June 11</td>
<td></td>
</tr>
<tr>
<td>Continental Breakfast</td>
<td>$1,500</td>
</tr>
<tr>
<td>Morning Break</td>
<td>$1,250</td>
</tr>
<tr>
<td>Lunch</td>
<td>Call ACE office to discuss</td>
</tr>
</tbody>
</table>

ACE of Florida, Inc. and ACE of Florida Foundation prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, national origin, marital status, race, religion, sex, sexual orientation or genetic information. ACE of Florida Inc. and ACE of Florida Foundation are equal opportunity employers.

Florida Department of Education
Division of Career and Adult Education

Funds provided through the Federal Adult Education and Family Literacy Statewide Leadership grant from the Florida Department of Education, Division of Career and Adult Education.