

**IN PREPARATION
FOR
AWSC FEBRUARY 5-6, 2016**

1. AGENDA : I will be finalizing the Agenda in early January. If you need specific time on the Agenda, or if you need any A/V equipment, special items, tables, etc please have all of that information to me by *January 10*.

2. HOTEL: Reservations can be made by calling the Hilton (407-830-1985) Group name NFA AFG. Or you may click on this link to register online:
<http://www.hilton.com/en/hi/groups/personalized/A/ALTAHHF-NFA-20160204/index.jhtml>

Deadline for making a room reservation at our group rate is *January 15*.

3. RSVP Deadline: If your District has a GIP attending, please get me their full name by *January 22*. This will be a busy weekend and all attendees will be working throughout!

4. REPORT Deadline: Please have your report submitted to Roger (technology@AFGArea9.org) by *January 29*. You can submit these earlier!! This is vital information for the Area, and needs to be available to everyone before the meeting.

5. AWSC will start Friday evening with a working dinner at 6:30. We will have a short presentation on Traditions 5 and 6, and a few announcements to the whole group. Then we will break out into groups. Saturday morning we will have breakfast in the room 7:00 – 8:30 and begin by 8:45 am. We will also have a working lunch at the hotel. Dinner on Saturday will be at your choice, there are many restaurants nearby. We will have a Spiritual Meeting on Saturday evening.

6. Please bring your Service Manuals.

7. Internet access will be complimentary for all Area meetings at the Hilton, so you may bring your laptops, tablets, etc. If you will need power access, please let me know.

I'm looking forward to seeing all of you in February! I know changes can feel very challenging. I hope to make the transition to our new location as smooth as possible. Please let me know what I can do for you!

Sincerely yours in service,

Cindy J.
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