



THE BREAKERS | PALM BEACH FLORIDA | MAY 1-4 2011

April 21, 2011

Dear First Time Attendee:

The 102nd Annual FEMA Convention is just a few weeks away, and we are excited you will be joining us! Since this is your first FEMA Convention, and perhaps your first visit to The Breakers in Palm Beach, we hope this information will answer any questions you might have about your arrival and registration. Using the following links, you will find helpful information for the Convention, including:

- Current list of attendees
- Current list of first time attendees and new members attending the convention
- Schedule of networking and guest events
- Local restaurant guide
- Driving directions to the Breakers

Check in with the registration and member support center located in the South Loggia West from 11:00am to 5:00pm on Saturday, April 30th. From Sunday, May 1st through Wednesday, May 4th, the registration and member support center will be located in Ponce de Leon 5 (7:30am to 5:00pm Sunday, Monday and Tuesday, and 8:00am to 1:00pm on Wednesday). Here you will find complimentary beverages and the official 'meet and greet' area for convention attendees. We encourage you to visit the member support center to meet other convention attendees and the FEMA staff.

FEMA has arranged a discounted car rental rate through AVIS for convention attendees. For more information call (800) 331-1600 and reference AVIS discount number J095574, or go to the Annual Convention section of FEMA's website at <http://www.femaflavor.org/convention/2011Annual/>. Taxis and a shuttle service are also available from Palm Beach Airport to The Breakers, and FEMA has arranged for private car service options through Dav El Chauffeured Transportation. For further information about the car service, please call Liliana Garcia-Arias at (561) 687-9454 or Liliana@Davel.com.

We hope you will join the Board of Governors and the committee chairs at the First Time Attendees and New Members' Reception on Sunday, May 1, 2011. The reception will be held in the Mediterranean Courtyard from 5:30pm to 6:30pm, followed immediately by the Annual Convention's Welcome Reception, also in the Mediterranean Courtyard.

Note: All events and meetings at FEMA's Annual Convention are Business Casual except the Tuesday Reception & Dinner, which is Resort Casual. Weather permitting, all evening events are slated to be held outside, please dress accordingly.

Please call me if you have any questions. I will be glad to help with local dinner reservations, ground transportation, or with special needs during the convention. If you require any assistance during the Convention, please come to the registration and member support center, and we will be happy to take care of your needs. We look forward to seeing you in Florida!

If you would like a copy of your receipt or have any other questions, please contact Samantha Lee at (202) 293-5800 or slee@vertosolutions.net.

Warm regards,

Jane Reynolds
Director of Meeting
202-331-2335