

TO: Florida FPS Coaches Participating in Qualifying Competitions  
FROM: Wanda Gray, Affiliate Directors  
RE: State Competition Information

## **FLFPSP State Competition 2010**

### **HOTEL INFORMATION**

**Radisson Resort at the Port**  
8701 Astronaut Blvd.  
Cape Canaveral, Fl. 32920  
321 784-0000

**Hotel Reservations** Block of dates: **April 11-13, 2010**. Reservations must be made under **Florida Future Problem Solving** for the group rate **of \$109.00 before 3/12/10** by **faxing** the hotel (321) 783-7718 (use provided form). Your confirmation will be faxed to you  
You may use either **payment method**:

1. Provide a Purchase Order for the entire amount of each room with a copy of school's tax exempt form. P.O. must be faxed at the time that rooms are reserved. (FAX 321 783-7718) Upon arrival, coach would provide payment in full by school check with copy of school's tax exempt form.
2. Provide your credit card to hold all nights. When you check-in provide a school check and tax exempt form for the entire amount or that amount will be charged to your credit card.

**\*\*Cut off date for our group rate is **March 12, 2010****

**\*\*Follow directions on the Reservation form**

**\*\*I suggest that you request that all your rooms be **blocked together** when registering and then call the hotel prior to arrival to ensure that your reserved rooms will all be located in the same area of the hotel. Changing rooms on site is not as easy as assuring desired details ahead of time!**

**\*\*Don't forget to provide payment on a **school check** with a copy of the **school's tax exempt form** to avoid sales tax.**

### **CHECK-IN AT HOTEL (Sunday, 4:00 p.m.)**

Coach **ONLY** should check in for all rooms.

We all know that check-in can take some time. Allow yourself plenty of time to check in and be ready for Opening Ceremony at 7:30 p.m.

### **DEADLINES**

**Please pay close attention to our deadlines.** A deadline is a deadline in order for this affair to run as smoothly as we all would like!! If you can't make a deadline - **let Dianne or I know immediately!**

**Deadline for FPS registration and hotel registration is **March 12th**.**

**FPS registration payment must be received no later than **March 20<sup>th</sup>**.**

**RADISSON RESORT AT THE PORT- RESERVATION FORM**

FAX to (321) 783-7718 by **March 12, 2010**

Attention: Dan Anderson

Name of Organization: Florida Future Problem Solving - FLFPS

School: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Rooming List Completed by Coach/Adult: \_\_\_\_\_

Fax # \_\_\_\_\_ You will receive your confirmation # by fax in two working days

Group Rate: **\$109.00 per night**

	Last Name List at least one name per room, all if available	First Name	King	Dbl/Dbl	Check-In/Out
Room # _____	Please indicate the type of room requested:				
1.					
2.					
3.					
4.					
Room # _____	Please indicate the type of room requested:				
1.					
2.					
3.					
4.					
Room # _____	Please indicate the type of room requested:				
1.					
2.					
3.					
4.					

(Make additional copies as needed.)

**Payment Procedure: Reservations must be made by March 12, 2010.**

Payment can be handled in either of these 2 detailed methods:

1. Provide Purchase Order for 1<sup>st</sup> night cost of each room. Total payment by school check due at check-in with Tax Exempt form.

Purchase Order # \_\_\_\_\_ Purchase Order amount \_\_\_\_\_

\*\*Fax Purchase Order with reservation form.

2. A credit card can be used to reserve rooms. Payment in full would be due at check-in. Any rooms reserved and paid by credit card will NOT receive tax exempt status unless tax exempt form is presented at check-in.

3. Name on Credit Card \_\_\_\_\_

Type of Credit Card: MC \_\_\_ Visa \_\_\_ AX \_\_\_ Expiration Date \_\_\_\_\_