



2011 Southern Region Agriculture Business & Personnel Officers Conference October 19-21, 2011



Oklahoma State University and Langston University invite you to attend the **Southern Region Agriculture Business and Personnel Officers Conference in Oklahoma City, Oklahoma, Wednesday through Friday, October 19th - October 21st, 2011.**

Accommodations:

The meeting will be held at the **Sheraton Oklahoma City Hotel**, One North Broadway, Oklahoma City, OK, 73102 (405-235-2780). Guests must make their own reservations by calling 1-800-325-3535 and reserve under **Agriculture Business and Personnel Officers Conference**.

The single/double hotel room rate for the conference is **\$82.00**, plus current state and local taxes. Reservation deadline for rooms at the conference rate is **September 26, 2011. PLEASE MAKE YOUR RESERVATIONS EARLY.** Reservations must be guaranteed with a major credit card. Individual reservations must be cancelled at least five (5) business days prior to arrival date, and a cancellation number must be obtained by the guest or a one night charge will be applied.

Transportation/Hotel Parking:

Will Rogers World Airport is only 20 minutes from the Sheraton Hotel. Recommended transportation from Will Rogers Airport to the hotel is Airport Express, the blue vans found in the passenger loading area just outside baggage claim. Current rates are \$20 per individual, \$10 per person for party of 2, and \$7 per person for party of 3 or more. No reservations are required. Airport Express telephone is 800-752-8510 to schedule pickup for return flight.

Valet and self-parking in attached parking garage are available. Rates range from \$7.00 - \$20.00 per night.

Meeting Registration:

Complete the on-line registration form no later than **Monday, September 26, 2011**

Early Registration is **\$185.00**. Late Registration after **September 26, 2011 is \$225.00**.

Catering included with registration:

- Reception – Wednesday evening
- Breakfast buffet – Thursday and Friday
- Breaks – Thursday and Friday
- Tour and Dinner – Thursday evening

Guest Registration:

Complete the on-line registration form no later than **Monday, September 26, 2011**.

Early Registration is **\$100.00**.

Meals included with guest registration are:

- Reception – Wednesday evening
- Breakfast buffet – Thursday and Friday
- Tour and Dinner – Thursday

Visa and MasterCard are accepted with on-line or faxed registrations.

Registration Information:

To register on-line: <https://orangehub.okstate.edu>
Agricultural Conference Services, Agriculture Business and Personnel Officers Conference.

If you require additional help with on-line registration contact Agriculture Conferences 405-744-6489.

To register by fax:

Complete on-line registration form (print form prior to clicking the "Continue" button at the bottom of the form). Write on the form your Visa or MasterCard number, expiration date, and include a signature. Fax completed form to 405-744-8491.

Tour and Dinner:

Included in the registration is a tour and dinner on **Thursday, October 20th** to the National Cowboy & Western Heritage Museum where guests will explore distinctive art galleries, beautiful gardens, and splendid exhibits. Dinner will be served at the Museum.

Conference Attire:

Business casual is appropriate for all meetings. Dress comfortable and casual – pack your boots and blue jeans for the Thursday Tour and Dinner. As usual, meeting room temperatures can vary so dress in layers if you have a tendency to be cool.

Area Attractions:

The Bricktown District is located one block from our hotel. Near the hotel you will be able to enjoy a water taxi ride along the Bricktown Canal, or visit the Oklahoma City National Memorial, Oklahoma City Art Museum, Myriad Botanical Gardens and Crystal Bridge Conservatory, and much more. Go to Oklahoma City Convention & Visitors Bureau at www.okccvb.org or www.oklahomacity.com/attractions.php to help plan your visit.

Refunds:

Refund requests must be received by Agriculture Conferences no later than 5:00 p.m., September 30th.

If the conference were to be cancelled, all paid registration fees will be refunded.

You are allowed to substitute for registered participants up to the day of the conference.

Registration Information:

OSU Agriculture Conferences – 405-744-6489

For additional information:

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