



## FLORIDA DEPARTMENT OF EDUCATION

**CHARLIE CRIST**  
COMMISSIONER

BERNARDO A. GARCIA, CHIEF  
BUREAU OF EQUITY, SAFETY  
AND SCHOOL SUPPORT

### MEMORANDUM

**TO:** Title I/Migrant Coordinators  
Federal Program Directors

**FROM:** Rony Joseph

**DATE:** October 25, 2002

**SUBJECT:** IRA 2002 48<sup>th</sup> Annual Convention in Orlando, Florida

The International Reading Association (IRA) 48<sup>th</sup> Annual Convention will be held in Orlando, Florida on May 4-8, 2003. Attached are specially coded flyers that will enable Title I personnel to preregister at the IRA membership rate. Please download the form and mail it to IRA official housing agent or fax it to (415) 979-2250.

For your convenience, housing reservations may also be made through the IRA Website at [www.reading.org](http://www.reading.org) or you may telephone the Convention Management Resources (CMR) at 888-294-9167 or 415-979-2278. Please note that housing reservations made via fax, e-mail, or telephone require a credit card guarantee; checks are acceptable with reservations made through the mail.

Detailed information of the Title I meeting and social functions will appear in the preliminary program to be disseminated by IRA in November.

Please note that IRA is giving a preferential treatment to Title I personnel by opening housing for them two weeks prior to the opening of general attendee housing. Please make your reservation immediately to obtain rooms in the hotel of your choice.

We are looking forward to a successful convention in Orlando. If further information is needed, please contact Betty Applewhite at (850) 487-3512 or Suncom 277-3512.

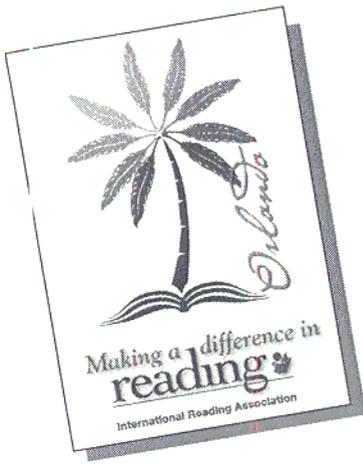
RJ/ml

Attachment

cc: Betty Coxe  
Kathryn Mizereck

Bernardo A. Garcia  
Louis Dunbar

Sharon Conley  
Sharon Mitchell



IRA 48TH ANNUAL CONVENTION

VIP

# Housing Form

Orange County Convention Center Orlando, Florida May 4-8, 2003

**HOTEL RESERVATION DEADLINE: April 4, 2003**

Convention Management Resources, Inc. is the official housing agent for the 2003 IRA Convention

Reservation hours: 6:00 a.m.-6:00 p.m., PST, Monday through Friday.  
E-mail: IRA2003@cmrus.com

## FOUR EASY WAYS TO RESERVE YOUR ROOM!

### ONLINE:

[www.reading.org/meetings](http://www.reading.org/meetings)  
(credit card guarantee only)



### FAX:

415-979-2250 (credit card guarantee only)



### MAIL:

IRA Housing Convention,  
Management Resources,  
33 New Montgomery,  
Suite 1420, San Francisco,  
CA 94105



### CALL:

USA/Canada 888-294-9167 or  
international 415-979-2278  
(credit card guarantee only)



## RESERVATION INFORMATION

### Primary Room Occupant

(last name, first name): \_\_\_\_\_

Company/Firm: \_\_\_\_\_

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

City: \_\_\_\_\_

State/Province: \_\_\_\_\_

Country: \_\_\_\_\_

Postal Zip Code: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Daytime Telephone Number: \_\_\_\_\_

(Please include area/country and city codes)

Daytime Fax Number: \_\_\_\_\_

(Please include area/country and city codes)

Arrival Date: \_\_\_\_\_

Departure Date: \_\_\_\_\_

### Roommates Names (if any):

Name: \_\_\_\_\_

Arrival Date: \_\_\_\_\_

Departure Date: \_\_\_\_\_

Name: \_\_\_\_\_

Arrival Date: \_\_\_\_\_

Departure Date: \_\_\_\_\_

Name: \_\_\_\_\_

Arrival Date: \_\_\_\_\_

Departure Date: \_\_\_\_\_

### If your hotel choice is sold out, which is more important to you?

Room Rate  Location

Select five hotels in order of preference.  
Please indicate five different hotels\*:

1st \_\_\_\_\_

2nd \_\_\_\_\_

3rd \_\_\_\_\_

4th \_\_\_\_\_

5th \_\_\_\_\_

### Room Type:

Single (1 person/1 bed)

Double (2 people/1 bed)

Double/Double (2 people/2 beds)

Triple (3 people/2 beds)

Quad (4 people/2 beds)

Non-smoking room

Smoking room

\*(Processing may be delayed if five hotel choices are not indicated.)



If, under the Americans with Disabilities Act, you require specific aids or services, please indicate the information that should be communicated to the hotel:

## ROOM DEPOSIT:

A deposit is required to make a reservation.

A credit card guarantee or deposit of up to \$250 per guest room, \$400 per one-bedroom suite, and \$800 per special suite is required to make a reservation. Cancellations received after April 4, 2003, will result in forfeiture of the entire deposit amount or credit card will be charged one night room and applicable tax. Convention Management Resources will advise you of the deposit required by the Orlando hotel you select.

### Method of payment:

Check payable to Convention Management Resources

Charge to:

Credit Card Number \_\_\_\_\_

Exp. Date \_\_\_\_\_

Name on Credit Card \_\_\_\_\_

Signature \_\_\_\_\_

## SEND CONFIRMATION TO:

(if address is different from above)

Name: \_\_\_\_\_

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

City: \_\_\_\_\_

State: \_\_\_\_\_

Country: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

(Please include area/country and city codes)

Fax: \_\_\_\_\_

(Please include area/country and city codes)

E-mail Address: \_\_\_\_\_

# OFFICIAL IRA 48TH ANNUAL CONVENTION

## Hotels

IRA has negotiated special rates at the hotels listed below. Note that these are **daily** rates. Housing reservations must be made through IRA's official housing agent, Convention Management Resources (CMR); hotels **will not** accept reservations directly from Convention attendees. Housing reservation deadline is **APRIL 4, 2003**.

HOTEL	SINGLE	DOUBLE	TRIPLE	QUAD
1. Peabody Orlando*	\$231.00	\$231.00		
2. AmeriSuites Orlando Convention Center	\$109.00	\$109.00		
3. Buena Vista Suites	\$135.00	\$135.00		
4. Courtyard by Marriott	\$114.00	\$114.00		
5. Crowne Plaza Universal	\$146.00	\$146.00		
6. Days Inn	\$ 82.00	\$ 82.00		
7. DoubleTree Castle	\$109.00	\$109.00		
8. Embassy Suites King Bedded:	\$169.00	\$169.00	\$179.00	\$189.00
Dbl/Dbl Bedded:	\$179.00	\$179.00	\$189.00	\$199.00
9. Embassy Suites— Jamaican Court	\$156.00	\$156.00		
10. Fairfield Inn by Marriott—Jamaican Court	\$100.00	\$100.00		
11. Hampton Inn	\$ 95.00	\$ 95.00		
12. Hard Rock Hotel (a Universal Studios property)	\$198.00	\$198.00		
13. Hilton Garden Inn	\$103.00	\$103.00		
14. Hilton Grand Vacations Club at SeaWorld International Center Studio Suites:	\$119.00			
One-Bedroom Villas:	\$139.00			
15. Holiday Inn Hotel & Suites	\$115.00	\$115.00		
16. Holiday Inn SunSpree Resort Kids' Suites:	\$118.00			
17. Homewood Suites	\$109.00	\$109.00		
18. Howard Johnson Inn International	\$ 93.00	\$ 93.00		
19. Quality Inn	\$ 76.00	\$ 76.00		
20. Red Roof Inn	\$ 79.00	\$ 79.00		
21. Residence Inn	\$125.00	\$125.00		
22. Residence Inn SeaWorld	\$125.00			
23. Rosen Centre	\$185.00	\$185.00		
24. Rosen Plaza	\$179.00	\$179.00	\$199.00	\$219.00
25. Royal Pacific (a Universal Studios property)	\$188.00	\$188.00		
26. Sheraton Safari	\$110.00	\$110.00		
27. Sheraton World Resort Standard Resort Rooms:	\$122.00	\$122.00	\$142.00	\$162.00
Tower Rooms:	\$139.00	\$139.00	\$156.00	\$173.00
28. Sierra Suites	\$109.00	\$109.00		
29. Spring Hill Suites	\$114.00	\$114.00		
30. Summerfield Suites one-bedroom suite	\$129.00	\$149.00		
31. Wyndham Resort	\$142.00	\$142.00		
		two-bedroom suite		

All rates are subject to applicable state and local taxes and surcharges.



Making a difference in  
**reading**  
International Reading Association

**\*The Peabody Orlando is the headquarters hotel for the IRA 48th Annual Convention.**

**Registration, exhibits, general sessions, and most meetings will be held at the Orange County Convention Center.**

**Meetings will also be held at the Peabody Orlando and the Rosen Centre Hotels.**