

# Hospitality

The 142<sup>nd</sup> Annual Meeting of the Connecticut Conference will be held October 23 & 24<sup>th</sup> at Middletown High School, 220 LaRosa Lane, Middletown. Here is some helpful information as you plan for this important gathering of the church. Please carefully read the items below as several changes have been made for this fall's meeting.

## LOCATION OF EVENTS

All plenary sessions, meals (Friday night dinner and Saturday lunch), parking, displays/exhibits, and the Prayer Table for the weekend will take place at Middletown High School. The Authorized Ministers' Lunch and Program on Friday will be held at the First Church of Christ, Congregational of Middletown. Directions to both locations can be found on our website at <http://www.ctucc.org/news/AnnlMtg09/>.

## REGISTRATION

The Registration/Meal Reservation form is online at <http://www.ctucc.org/news/AnnlMtg09/>. Please use *one form per person*. If additional forms are needed, please copy the form, download it from our website, or ask for additional forms by calling the Conference Office (860-233-5564 or toll free: 866-367-2822). You may register 1) online at our website using a credit card or electronic check, or 2) by mail with a check. **To encourage you to register online, there is no handling fee for online registrations.**

Please register and pay by October 18, 2009. Note on the registration form that there is a cost savings if you register before October 18<sup>th</sup>. **Online registrations and meal reservations WILL NOT be accepted after that date.** Please note that the high school does not allow us to bring food into the classrooms or auditorium. Even if you choose not to register for meals at the meeting, or if it is after the cut-off date, please send in your registration form and check, so that we may appropriately plan for your attendance.

If the Administrative Fee presents a financial hardship to retired clergy and spouses or youth visitors (not delegates), please contact the Rev. Ron Brown, Associate Conference Minister for Clergy Concerns (860-761-7107 or ronb@ctucc.org), for information about scholarship support.

You may also register when you arrive at the high school. The welcome tables will be in the lobby of the high school outside the auditorium. Since we cannot prorate the fee, please plan on attending many of the sessions and events!

People attending the Authorized Ministers' event will be able to register before the event on Friday at noon at the First Church of Christ, Congregational of Middletown, or may wait until 4:00 when general registration opens.

## HOTEL ACCOMMODATIONS

A list of hotels available at a reduced rate is posted on the Annual Meeting website.

## MEALS

Reservations are required for each meal and must be made **by October 18**. Meals require meal tickets, which will be in the registration packets when you arrive at Annual Meeting. Vegetarian meals will be provided at no additional cost by the caterer. We reserve the right to sell unclaimed meal tickets if not picked up two hours before the meal involved. All

meals will be served in the school cafeteria (except for the Authorized Ministers' Lunch on Friday, which will be served at First Church of Christ, Congregational of Middletown).

If for some reason you are unable to send in your meal reservations by the stated date, please plan to attend the sessions and worship.

### **SACRED CONVERSATIONS**

You will be assigned to one of thirty Sacred Conversations on Race which will be held immediately following the Keynote Address on Saturday in various rooms within the high school. These sessions will be led by professionally trained facilitators.

### **DRESS COMFORTABLY**

We suggest that you dress comfortably.

### **DISPLAYS/EXHIBITS**

There will be a significant number of displays in the school hallways for this meeting.

### **CHILDCARE**

Childcare will be available on site at the high school for the meeting. Please use the childcare form on our website ([www.ct.ucc.org](http://www.ct.ucc.org)) to sign your children up for this free-of-charge service provided by members of the conference churches.

### **SPECIAL NEEDS**

Every attempt is being made to accommodate special needs. Sessions will be interpreted for the hearing impaired, if requested by October 9. A forum will be interpreted by special request. Please see the form on our website or call the Conference office for the form.

### **DRIVING TO MIDDLETOWN HIGH SCHOOL AND FIRST CHURCH OF CHRIST, CONGREGATIONAL IN MIDDLETOWN**

Driving directions to Middletown High School and First Church of Christ, Congregational of Middletown are posted on the Annual Meeting website. There are ample parking spaces and handicapped parking is available.