

2013 Fall Education Seminar
***“Managing Scarce Resources and
Maximizing Government Transparency”***

Seminar Location

The 2013 Fall Education Seminar will be held at the Taylor Center on the campus of Auburn University Montgomery, 7500 East Drive, Montgomery, Alabama.

Directions can be found at www.aum.edu/about-aum/campus-maps

Seminar Attire

Business casual attire is appropriate. We recommend that you dress in layers and bring a sweater or jacket to the seminar in case the room temperature is not comfortable for you.

Onsite Registration

Please stop by the Registration Desk to receive your name badge and seminar materials. Registration will be open on Friday morning from 7:00 to 8:30.

Special Assistance

AGA strives to hold meetings that are accessible to all. If you require special assistance, auxiliary aids or other reasonable accommodations to fully participate in this event, please indicate any special needs you may have on your **registration form**. Your information will remain confidential. Because many arrangements require early planning, requests received onsite cannot be guaranteed; however, we will make every attempt to accommodate you.

Should you need assistance during the seminar, please stop by the Registration Desk or look for an AGA officer.

Lost and Found

For your convenience, a lost and found box is kept at the Registration Desk, where you can bring found items or report lost items. AGA is not responsible for lost personal property.

Smoking Policy

It is the policy of Auburn Montgomery and State law (Section 22-15A-2 Alabama Clean Air Act) to prohibit the smoking of tobacco within the interior of any building or facility. Outside smoking areas are designated with appropriate signage, and ash receptacles are located in these areas. Smoking is prohibited except in the designated smoking areas. The designated smoking area for the Taylor Center is the grassy area in the Bookstore Courtyard.

Campus Police personnel will issue \$20 tickets to individuals (students, faculty, staff, and **visitors**) who violate the policy.

Cell Phone and PDA Policy

As a courtesy to speakers and other attendees, please refrain from the use of PDAs or cell phones during presentations. We ask that you kindly turn off your phone/PDA or set it to vibrate and leave the session if you receive a call.

Photography Disclosure

AGA takes photographs during its meetings and events for use in Association advertising, newsletters and other promotional materials, whether in print, electronic or other media, including the AGA website. By participating in this conference you grant AGA the right to use your name and photograph for such purposes.

Special Dietary Requests

A continental breakfast will be available upon arrival for a fresh morning start. The menu will include: seasonal assorted sweet breakfast pastries, bagels with creams, orange juice and coffee.

AGA selects a lunch menu we hope everyone will enjoy. **At the time of registration**, attendees may request to substitute an entrée salad for the standard lunch selection. The lunch menu will be as follows:

Choice of Oven Roasted Turkey or Honey Glazed Ham

Cornbread Dressing

Green Beans Casserole

Fresh Seasonal Vegetables

House-made Yeast Rolls

Peach Cobbler

Iced Tea & Water.

Please make alternative meal arrangements if you have food allergies or very specific dietary restrictions, as our food and beverage options may not meet your needs.
