

WYNDHAM ORLANDO RESORT



Site of 2006 Southern Association of Agricultural Scientists Convention

July 7, 2005

To: SAAS Program Chairs
Copy: SAAS Officers

As program chair of your organization, please review the attached spreadsheet which has your organization's meeting room assignments and contact information for the SAAS Conference at the Wyndham Orlando Resort from February 04 through February 08, 2006. **I need you to review this very closely. Meeting room space will be tight.**

I need the following information ASAP:

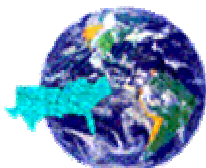
1. Assigned room space that is not adequate or not needed.
2. Any additions or changes in room description or title.
3. If the AV indicator for the need of a screen, projection table, and power source is not correct. SAAS provides the above for each organization, if needed.

The room specifications can be located on the hotel's website linked from the attached worksheet or the [SAAS website](#). Again, each organization or presenter will be responsible for providing audio/video equipment and food and beverage for breaks and meals. SAAS's opening session and reception is scheduled for the afternoon and evening of Sunday, February 5.

I will need your organization's program in electronic format (MSWord format preferred) to include in the SAAS program by December 1, 2005. Hotel group rate is \$119 single or double, \$139 triple, and \$149 quad, and reservation deadline is Friday, January 13, 2006. SAAS's fee remains \$40 per participant and \$5 per graduate student.

I am looking forward to an exciting and successful meeting in Orlando! Additional meeting and conference information can be found on the [SAAS Orlando website](#). If you are not the correct program chair contact, please forward and let me know.

See you in Orlando!



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