

# THE AMERICAN EMPLOYMENT LAW COUNCIL

**\*\*ONLINE REGISTRATION AVAILABLE AT [www.certifiedtravel.org](http://www.certifiedtravel.org) or [www.aelc-law.org](http://www.aelc-law.org) \*\***

## MEMORANDUM

**RE: Eighteenth Annual American Employment Law Council Conference  
October 20 – 23, 2010  
The Ritz-Carlton Naples  
Naples, Florida**

**Date: June 4, 2010**

**FROM: Barry A. Hartstein, 2010/2011 AELC Conference Chair**

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The Eighteenth Annual American Employment Law Council Conference will be held October 20-23, 2010 at The Ritz-Carlton Naples in Naples, Florida. The conference will begin with early registration and a reception on Wednesday, October 20<sup>th</sup> commencing at 6:00 pm and will end at 12:00 pm on Saturday, October 23<sup>rd</sup>.

Certified Travel Associates, Inc. will administer the travel and registration process for the Eighteenth Annual AELC Conference in Naples. We ask that you direct all communications regarding conference registration and hotel accommodations to the Conference Services Division at Certified Travel – 19 Aviation Road, Albany, NY 12205. Telephone (800) 237-1517 or (518) 783-6001; fax (518) 783-6003 or email [conferences@certifiedtravel.org](mailto:conferences@certifiedtravel.org).

### **CONFERENCE VENUE: The Ritz-Carlton, Naples FL**

Standard Guest Rooms are \$349.00 per night single or double occupancy.

Club Rooms are \$499.00 per night single or double occupancy.

*Club level rooms are located on the upper floors of the hotel (12 and 14) and offer access to the club level lounge.*

Group rates will be honored three (3) days before and three (3) days after the conference dates, based on availability. These rates do not reflect the current room tax of 10%. Check-in time is 4:00 pm; check-out time is 12:00 pm. For information on upgrade options at the host hotel or bookings at nearby hotels, please contact Certified Travel's Conference Services Division at 800-237-1517 ext. 4.

## **ABOUT NAPLES**

The Ritz Carlton Naples is often credited for “putting Naples on the map.” Its December 3, 1985 opening ushered a new era for tourism to the region, which in turn created unprecedented economic growth and international attention.

Naples enjoys the status of being both unspoiled and a “boom town.” Its balance of cosmopolitan and environmental attractions is the envy of city planners country-wide and draws increasing numbers of vacationers and new residents. Naples offers an elegant, small-town ambience with its historic village, shopping, world-class concert hall, gourmet dining, superb golf, fishing, yachting and sailing. All this in the midst of one of America’s last great wilderness frontiers: the Everglades, Big Cypress Swamp, and the Ten Thousand Islands, the western gateway to the Everglades.

The average high in October in Naples is 85 degrees and the average low is 68 degrees.

## **TRANSPORTATION**

Certified Travel has made discounted flight and car rentals available at special convention rates. There are some attractive discounts when reservations are made in advance. Please call Certified Travel for travel arrangements at 800-237-1517 x 304 and identify yourself as a participant in the AELC meeting in Naples as soon as possible in order to ensure the lowest rates possible. Please be aware that valet parking at The Ritz Carlton is discounted at \$20 per day for AELC participants.

## **TRANSFERS**

The Southwest International Airport in Fort Myers is 35 minutes away. The airport has approximately 105 arriving and departing flights daily. The much smaller, regional Naples Municipal Airport is 20 minutes away from The Ritz Carlton. Transfers to and from the Southwest International Airport in Ft. Myers to the resort are being offered through Dolphin Transportation – up to 3 people in a town car costs \$110. Call 239-530-0100 to arrange a pick up. Taxi service is also available for roughly \$65.

## **REGISTRATION**

The conference registration fee of \$899.00 for In-House Counsel, and \$999.00 for Outside Counsel includes your \$100.00 annual membership fee, which gives you access to the AELC web-site, [www.aelc-law.org](http://www.aelc-law.org). **An early bird registration discount of \$75.00 is available for registrations paid in full by July 9, 2010!** Registration will include an electronic version of the AELC 2010 materials on a thumb drive, along with a paper version of Paul Grossman's EEO updates. Registrants can order a hard copy of a full set of the materials for an additional \$75.00.

Ticketed meals are separately described in the enclosures. Hotel reservations will be on a first come, first served basis. ***We advise early registration, as space is limited.*** Upon receipt of the deposit and paid registration fee, confirmation will be forwarded to you. No confirmation

will be sent without payment in full of registration costs. The hotel balance is due upon departure and is payable directly to the hotel.

You may now register online at [www.certifiedtravel.org](http://www.certifiedtravel.org) or [www.aelc-law.org](http://www.aelc-law.org). Online registration will allow you to pay all fees by credit card. You can also register directly with Certified Travel by fax at (518) 783-6003, by regular mail or by overnight express. Faxed registrations will only be confirmed if paying by credit card. Otherwise, the faxed form must be followed immediately by a completed, signed registration form and check delivered to Certified Travel, Attn: Conference Services Division, Certified Travel, 19 Aviation Road, Albany, NY 12205. When mailing in your form, please include your conference registration fee, the first night hotel deposit, payment for any spouse/guest events and any ticketed meals you may wish to reserve. ***All registration and ticketed meal fees must be paid in full prior to attendance at the conference.***

## **CONTINUING LEGAL EDUCATION**

The Council will seek credits against CLE requirements for this program in all jurisdictions from which participants in the conference wish credit. Attorneys admitted to practice in states with mandatory CLE should so state on the registration form. Participants may be required to file for credit on their own behalf in some jurisdictions due to local rules. In such cases, the Council will provide the necessary forms and proof of attendance.

## **SPECIAL THURSDAY DINNER & TICKETED THURSDAY AND FRIDAY LUNCHESES**

We have arranged for a special dinner for all of the conference participants and guests on Thursday evening. The cost is \$125.00 per person. The dress is smart casual.

We have arranged ticketed lunches for Thursday and Friday. Thursday's lunch will include small group discussions for corporate counsel; for managing partners and practice group chairs; and for other attendees of the program. Friday's lunch provides an opportunity for participants to meet and network among themselves. Lunches are \$49.00 per person. Sign-up is available on the enclosed registration form.

## **GOLF**

Arrangements for golf are being handled by Lawrence Ashe. Please fill out and return the enclosed form to Certified Travel to register or contact Lawrence for further information at (404) 253-6000 or [lawrenceashe@asherafuse.com](mailto:lawrenceashe@asherafuse.com). **There is a 14-day cancellation penalty. This will be charged to your credit card in the event of a late cancellation or no show.**

## **TENNIS**

Arrangements for tennis are being handled by Pete Wade. Please fill out and return the enclosed form to Certified Travel to register or contact Pete for further information at (614) 462-2276 or fwade@szd.com. **Tennis must be paid for in advance. There is a 14-day cancellation penalty.**

## **SPOUSE/GUEST EVENTS**

### **SPOUSE/GUEST BREAKFAST**

There will be a Spouse/Guest Breakfast on Thursday, October 21, 2010 at 9:30 am. The cost is \$45 per person. This includes a full breakfast and a chance to meet old friends and make new ones.

### **VERY SPECIAL SPOUSE EVENT**

**Visit a Local Gallery \* Coastal Boat Tour \* Catered Lunch \* Shopping on Fifth Avenue**

We will meet in the hotel lobby to begin our adventure on Friday October 22<sup>nd</sup> beginning at 10:00 am. The cost is \$170 per person and is based on a minimum of 25 participants. Cost is non-refundable after October 1st, 2010.

We will begin our day with a visit to a local artists gallery, where we will view the work and have the opportunity to speak with one of the gallery representatives. We then board the Double Sunshine Catamaran for our exclusive private 1.5 hour tour on the calm waters of beautiful Naples Bay. Learn about the natural beauty, wildlife and history of Naples. Dolphins love to follow our boat and manatees often thrill us with a playful appearance. Bald eagles and birdlife are abundant. See the fabulous waterfront homes of Port Royal. Enjoy our catered lunch which will be served on board during the cruise.

After disembarking from our boat tour, we will enjoy time at leisure for shopping and browsing along Naples popular Fifth Avenue South, where historic and modern architecture blend together in eclectic sophistication; tropical blooms and lush greenery grace its pedestrian-friendly promenades; and each storefront is filled with wonderful finds and delights. Explore the world-class art galleries, chic boutiques, elegant inns and a wealth of professional businesses and services.

Our bus will pick us up at 4:30 p.m. for a return to our hotel. A TRULY FUN DAY!!

## HEALTH CLUB SERVICES

The Ritz Carlton offers over 30 treatment rooms in its tri-level spa with fitness center overlooking the Gulf of Mexico and including:

- Wellness Center
- Fitness Center
- Conservatory
- Relaxation Lounges
- Mind and Body Studio
- Exercise Class Studio
- Cybex Free Weight Room
- Spa Café
- Full Service Beauty Salon
- Outdoor Junior Olympic Pool and Deck
- Mineral Pool
- Hot and Cold Plunge Pools
- Sundeck
- Sauna and Whirlpool
- Cybex Strength Training Equipment
- Assorted Spa Therapies

**We encourage you to sign up for spa therapies and treatments in advance – THEY WILL FILL UP QUICKLY. The spa can be reached at (239) 514-6100.**

## CANCELLATIONS AND REFUNDS

All cancellations and refund requests must be made *in writing* to Certified Travel. Prepaid program registrations cancelled fourteen (14) or more days before the opening session of the conference will be refunded, less \$300 for annual membership, a thumb drive copy of the conference materials, administrative and handling fees. No-shows and those cancelled fewer than fourteen (14) days prior to the opening session will receive AELC Membership, access to the AELC website, and a complete set of conference materials subsequent to the conference, in full consideration of the fees paid. ***All ticketed meals, tennis, golf and events (except the spouse tour) are refundable up to 14 days prior to the event.***

There is a \$50.00 service charge on any hotel cancellation once the reservation has been made. In addition, the hotel will charge a one night fee for any cancellation received within 14 days of the arrival date, failure to “show”, late arrival or early departure. Reservations made within 14 days of arrival will be subject to an additional \$15.00 charge. Please note there is no penalty for revising a reservation prior to your arrival at the hotel.