



IACA

SALT LAKE CITY
UTAH 2008
UNITING LOCAL AND
GLOBAL PERSPECTIVES

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February 28, 2008

Dear Friends and Colleagues,

As President of the International Association of Commercial administrators (IACA), I am writing to invite you to our 31st annual IACA conference! The 2008 conference will be held in Salt Lake City, Utah from May 18 to May 23. The conference hotel is the Little America in downtown Salt Lake City. The Theme of the conference is "*Uniting Local and Global Perspectives*". The sessions will deal with issues both internal and external to our industry as we try to keep pace with new opportunities and respond to new global challenges.

I am very excited about the agenda this year! Like last year, we will be expanding section meetings to two full days of breakout groups and have decided to offer several joint session options that will give different groups a chance to interact with one another. We are also very excited to have Peter A. Harkness, Editor & Publisher of *Governing Magazine* as our Keynote Speaker.

We are using an online process to register for the conference again this year via our website <http://www.iaca.org>. Registration is now open!

To use the website for registration you must have, or create, an IACA account. When accessing a new account, or your existing account, please be sure that you have selected the correct affiliation to IACA. This affiliation is critical when determining your conference rate. Once you have your account login information established, you can proceed to register for the 2008 conference. Because so many jurisdictions still need paperwork to approve payment, we have not provided for online payment. Please print your completed registration form and mail it with payment to the address printed on the registration form.

If you have any questions or concerns about the registration process, please let me or any of our board and section chairs know. We are happy to help you through the process and answer any questions you may have.



Please also review the materials enclosed with this letter and be sure to go to the IACA website for more information about Salt Lake and other conference details. We have tried to anticipate some common questions and provide answers in the information provided. If your question is not answered online or in these materials, we encourage you to contact the board for answers.

Salt Lake is a wonderful place for a conference! The Little America is located just a few short blocks from the heart of the city. There is a Trax train stop right out side of the hotel and will take you to most attractions, dining, and shopping in the city for free. The hotel is about 15 minutes from the Airport and the average cost of a taxi is about \$20.00

Regular conference rates for the hotel at Little America will be available until April 16th and, thereafter, are subject to availability. Please make your reservations early!

We have negotiated a special extension for the conference hotel room rate for “3 days before” and “3 days after” the conference so you can bring your family and spend some time vacationing in the beautiful state of Utah! This extended room rate period is subject to availability, so, once again, make your reservations early! You can always cancel if your plans do not work out.

Utah weather in May is usually very nice, but it has been known to rain or snow every now and then. Of course, we are hoping it is warm and dry. No matter what the weather it is hard to beat a beautiful spring day in Utah.

I look forward to seeing each of you in Salt Lake in May!

Sincerely,

A handwritten signature in black ink that reads 'Kathy Berg'. The signature is written in a cursive style.

Kathy Berg, President
International Association of Commercial Administrators

Enclosures