

REGISTRATION INFORMATION

31st Preventing Crime in the Black Community
 Florida Atty General, Bureau of Criminal Justice Programs
 PL-01, The Capitol, Tallahassee, FL 32399
 (850) 414-3350

TRAVEL EXPENSE STATEMENT

HOTEL INFORMATION

Hyatt Regency Miami Hotel
 400 SE Second Avenue
 Miami, FL 33131
 402-592-6464

DATE: **4/7/2016**

1. TRAVELER'S NAME: Rufus Alexander
 2. DEPARTURE DATE: 5/25/2016
 3. RETURN DATE: 5/27/2016
 4. DESTINATION: Miami, FL
 5. CODE CHARGE: 001-1000-511-40-30
 6. AMT BUDGETED: 7500.00

DEPARTMENT: CITY COMMISSION
 DEPARTURE TIME: 7:00 PM
 RETURN TIME: 10:00 PM
 PURPOSE: 31st Annual Preventing Crime in the Black Community

7. BALANCE AVAILABLE: 5109.02

Expenses must comply with City Code of Ordinances 1-158.
 Per Diem Allowance \$50.00 or \$12.50 per quarter day.
 Class A Travel 24-hour day.

* REGISTRATION FEE:
 * HOTEL BILL: Confirmation # **32DN8LF3**
 BAGGAGE ALLOWANCE (\$5 PER PERSON)
 * COMMUNICATION:
 * FARES: AIR FARE
 * TAXI, BUS
 * CAR RENTAL
 * MILEAGE @ 0.575 256
 * GASOLINE EXPENSE
 * TOLL ROAD FEES OR PARKING FEES \$22/day
 * MISC. EXPENSES
 MEALS
 BREAKFAST @ \$8.00
 LUNCH @ \$8.00
 DINNER @ \$20.00
 SPECIAL LUNCHEON/BANQUET
 6.5% STATE TAX
 15% GRATUITIES

PREPAID EXPENSES	CREDIT CARD	ESTIMATED CASH EXPENSES	ACTUAL CASH EXPENSES
	265.00		
	258.00		
		5.00	
		147.20	
		44.00	
		0.00	
		0.00	
		40.00	
		0.00	
		2.60	
		6.00	

BREAKFAST = When travel begins before 6:00 a.m. and extends beyond 8:00 a.m.
 LUNCH = When travel begins before 12:00 noon and extends beyond 2:00 p.m.
 DINNER = When travel begins before 6:00 p.m. and extends beyond 8:00 p.m.

TOTALS	0.00	523.00	244.80	
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ADVANCE CASH RECEIVED: _____
 REFUND DUE CITY: _____
 REFUND DUE EMPLOYEE: _____

TRAVEL APPROVED BY: [Signature]
 DEPARTMENT SUPERVISOR
[Signature]
 CITY MANAGER
 (22) WITH CITY MANAGER
 SIGNATURE ACCEPTED)

EXPENSES ARE ALSO INCLUDED FOR THE FOLLOWING PERSONS:

* RECEIPT REQUIRED
 REV 1/15 DLN

Conditioned upon city commission approval

CREDIT CARD AUTHORIZATION FORM

Hotel:

Individual/Business/Group or Event Name:

Reservation Confirmation Number:

Arrival or Event Date(s):

Credit Card Billing Address:

City / State / Zip / Country:

Contact Phone Number: Contact Email Address:

I hereby authorize the following charges to be applied to the following credit card.

Check all that apply:

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> Room & Tax | <input type="checkbox"/> Only Specific Incidentals | <input type="checkbox"/> Gift Certificate | <input type="checkbox"/> All Stay Charges |
| <input type="checkbox"/> Food & Beverage | <input type="checkbox"/> All Banquet Charges | <input type="checkbox"/> Guest Amenity | <input type="checkbox"/> Other - see comments |
| <input type="checkbox"/> All Incidentals | <input type="checkbox"/> Resort Services Fee | <input type="checkbox"/> Parking | |

I hereby authorize the following amount be applied to the credit card (applicable sales tax and service charges may apply):

**In Australia: An additional 3% service fee will apply to the total stay account when paying by Amex and Diners credit cards upon departure. All other credit cards will incur an additional 1.5% fee which will apply to the total stay upon departure (excluding Park Hyatt Sydney).*

Comments:

The credit card listed below may be billed for the estimated charges Ten (10) days prior to event/reservation date.

Credit Card Number: Name on Card:

Expiration Date: Cardholder Phone #:

Signature of Card Holder: _____ Current Date

By submitting this form and any supporting documents, I confirm that I have read and agreed to the use of the personal information I am giving you in accordance with your Global Privacy Policy for Guests, which is available at privacy.hyatt.com

Please fax this completed form to:

Hotel Fax #:

Please transmit this form at least 72 hours prior to your planned arrival in order to ensure your request is processed. Hotel does not accept credit card authorization requests for same day arrivals.

For a list of all hotels and their contact information, please visit: <http://www.hyatt.com/hyatt/site-map.jsp>

All information is kept confidential and used only for the purposes as noted above.

The 31st National Conference on Preventing Crime in the Black Community will be held in Miami, Florida on May 25 - 27, 2016.

All conference sessions will be conducted at the following location:

Hyatt Regency Miami Hotel
 400 SE Second Avenue
 Miami, Florida 33131
 (402) 592-6464
 \$129.00 (plus 13% tax) Guest Room Rate,
 single/double occupancy

Reservation Deadline: May 2, 2016

Parking-Discounted Rates

Valet Parking (overnight guests): \$22.00 (in/out privileges) (saving of \$15 per night)
 Daily Parking (non-overnight guests): \$25.00 (saving of \$14 per day)

Daily Self-Parking at Municipal Garage - adjacent to hotel (Miami Tower): \$19 per 24 hour period (no in/out privilege)
 Daily Self-Parking at Municipal Garage - adjacent to hotel (Miami Tower): \$10 per day (less than 24 hours) (no in/out privilege)

Other Daily Self-Parking (private lots and garages near the hotel): prices vary

Registration Fees:

If Registration Fee Received By May 6, 2016 (Includes two luncheons and conference materials.)	\$265.00
If Registration Fee Received After May 6, 2016 (Includes two luncheons and conference materials.)	\$290.00
Teen Registration if received by May 6, 2016 (Includes two luncheons and conference materials.)	\$150.00
Teen Registration if received after May 6, 2016 (Includes two luncheons and conference materials.)	\$175.00

Deadlines and Cancellations:

After May 6, 2016, participants must register on-site (May 25 - 27). Luncheon tickets cannot be guaranteed for participants who register after May 6, 2016. Cancellations and requests for refunds must be received in writing no later than May 6, 2016. Refunds will not be processed until after June 30, 2016.

Payment Information:

Conference participants can pay by check or money order. **NO CASH WILL BE ACCEPTED.** All checks and money orders should be made payable to the **URBAN LEAGUE OF BROWARD COUNTY, INC.** (FEID NO. 59-1564384). Registration forms and checks or money orders made payable to the **URBAN LEAGUE OF BROWARD COUNTY, INC.** should be mailed before May 6, 2016, to Preventing Crime in the Black Community Registration, Bureau of Criminal Justice Programs, Office of the Attorney General, PL-01, The Capitol, Tallahassee, Florida 32399-1050. Telephone (850) 414-3350. You may also register online at preventblackcrime.com. **PAYMENT NOTE FOR STATE AGENCIES:** Florida state agencies must pay by check or money order made payable to the **URBAN LEAGUE OF BROWARD COUNTY, INC.**

Note: Any payments (checks, money orders), registration forms, or any other correspondence mailed, faxed or e-mailed directly to the Urban League of Broward County, Inc. cannot be processed and affect deadlines for early registration.

Teen Registration:

All teen participants must be accompanied by a registered adult chaperon. Submit names of all teen participants on this form. Teens cannot register themselves. Your check, made payable to **URBAN LEAGUE OF BROWARD COUNTY, INC.**, should be mailed before May 6, 2016 to:

Preventing Crime in the Black Community Conference Registration
Office of the Florida Attorney General
Bureau of Criminal Justice Programs
PL-01, The Capitol
Tallahassee, Florida 32399-1050
Phone: (850) 414-3350

Additional Contacts:

Office of the Florida Attorney General -- Shayla Crumity, (850) 414 -3356
Derrick Brook Charities - Director Darrell Daniels (813) 241-1415
Miami Dade Police Department -- Chief Delma Noel-Pratt (305) 471-2945

Conference Schedule

Wednesday, May 25, 2016

10:00a.m. - 6:00 p.m.

Registration Opens

12:00 Noon - 6:00 p.m.

Job/Resource/Vendor Fair Open

Thursday, May 26, 2016

7:30 a.m. - 5:00 p.m.

Registration (continued)
Job/Resource/Vendor Fairs (continued)

8:45 a.m.

Musical Prelude

9:00 a.m. - 10:30 a.m.

Opening Plenary Session

Presiding

Invocation

Presentation of Colors

National Anthem

Welcome Remarks

Remarks

Keynote Address

10:30 a.m. - 10:45 a.m.

Break

10:45 a.m. - 11:45 a.m.

Plenary Session (continued)

12:00 p.m. - 2:00 p.m.

Luncheon A

Presiding

Invocation

Introduction of Speaker

Keynote Speaker

12:00 p.m. - 2:00 p.m.

Luncheon B (Teens/Chaperons)

Presiding

Invocation

Introduction of Speaker

Keynote Speaker

2:00 p.m. - 3:30 p.m.	Concurrent Sessions A-D (Adults)
2:00 p.m. - 3:30 p.m.	Concurrent Sessions E-F (Teens/Chaperons)
3:45 p.m. - 5:15 p.m.	Concurrent Sessions G-J(Adults)
3:45 p.m. - 5:15 p.m.	Concurrent Sessions K-L (Teens/Chaperons)

Friday, May 27, 2016

8:00 a.m. - 12:00 p.m.	Registration (continued) Job/Resource/Vendor Fairs (continued)
8:30 a.m. - 10:00 a.m.	Concurrent Sessions M-P (Adults)
8:30 a.m. - 10:00 a.m.	Concurrent Sessions Q-R (Teens/Chaperons)
10:15 a.m. - 11:45 a.m.	Concurrent Sessions S-V (Adults)
10:15 a.m. - 11:45 a.m.	Concurrent Sessions W-X (Teens/Chaperons)
12:00 p.m. - 2:00 p.m.	Luncheon A (Adults)

Presiding
Invocation
Introduction of Speaker
Keynote Speaker

12:00 p.m. - 2:00 p.m.	Luncheon B (Teens/Chaperons)
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Presiding
Invocation
Introduction of Speaker
Keynote Speaker

2:00 p.m. - 3:30 p.m.	Concurrent Sessions Y-BB (Adults)
2:00 p.m. - 3:30 p.m.	Concurrent Sessions CC-DD (Teens/Chaperons)
3:45 p.m. - 5:15 p.m.	Youth Speak-Up Speak-Out Session (Adults/Teens/Chaperons)
3:00 p.m. - 6:00 p.m.	Issuance of Certificates of Attendance (Adults)
7:00 p.m. - 11:00 p.m.	Youth Anti-Crime Rally



<HOTEL NAME> Reservation Update Confirmation
 INSERT HOTEL NAME
 to:
 cscott
 04/07/2016 10:23 AM
 Hide Details
 From: "<INSERT HOTEL NAME> Team" <groupcampaigns@pkghlrss.com>
 To: cscott@city-ftpierce.com
 Please respond to tracking@pkghlrss.com
 Security:
 Some images were prevented from loading. Show Images

31st National Conference on Preventing Crime in the Black Community ~ 20-May-2016 - 29-May-2016 ~ Hyatt Regency Miami

Dear RUFUS ALEXANDER,

We are pleased to confirm your reservations at Hyatt Regency Miami. The staff of Hyatt Regency Miami is looking forward to your arrival as part of the 31st National Conference on Preventing Crime in the Black Community. Should your travel plans change and you need to make changes to your reservations, please [click here](#) or call 888-421-1442.

We look forward to welcoming you to Hyatt Regency Miami.

- The Staff of Hyatt Regency Miami

Reservation Details

Online Confirmation:	32DN8LF3
Date Booked:	07-Apr-2016
Reservation Name:	RUFUS ALEXANDER
Arrival Date:	25-May-2016
Departure Date:	27-May-2016
Room Type:	One King Bed
Number of Rooms:	1
Number of Guests:	1

	Date	Guest(s)	Status	Rate
	25-May-2016	1	Confirmed	129.00
	26-May-2016	1	Confirmed	129.00
Night by Night Rate:	Additional Guest	Rate		
	Second Guest	0.00		
	Third Guest	25.00		
	Fourth Guest	25.00		
	Fifth Guest	0.00		
Total Charge:	258.00			
Tax Disclosure:	Room rates shown do not include 13% room tax (subject to change).			
Add-Ons:				
Cancel Policy:	Must cancel 48 hours prior to arrival to avoid one night room and tax penalty.			

SERVICE NAME 1

SERVICE NAME 2

SERVICE NAME 3

Get on Florida's Turnpike from FL-68 W/Orange Ave and FL-713 S

17 min (7.6 mi)

- ↑ 1. Head northwest on US-1 N toward Avenue A 272 ft
- ↶ 2. Turn left at the 1st cross street onto Avenue A 0.2 mi
- ↶ 3. Turn left onto N 7th St 72 ft
- ↷ 4. Turn right onto FL-68 W/Orange Ave 4.3 mi
- ↶ 5. Turn left onto FL-713 S 2.4 mi
- ⤴ 6. Use the right 2 lanes to take the Florida's Turnpike ramp
⚠ Partial toll road 0.2 mi
- ⤵ 7. Keep left at the fork, follow signs for Miami and merge onto Florida's Turnpike
⚠ Toll road 0.5 mi

Follow Florida's Turnpike to Downtown Distributor in Miami. Take exit 2C from I-95 S


1 h 44 min (120 mi)

- ⤴ 8. Merge onto Florida's Turnpike
⚠ Toll road 109 mi
- ↷ 9. Use the right 3 lanes to take the exit toward U.S. 441 E
⚠ Partial toll road 0.8 mi
- ↶ 10. Keep left, follow signs for I-95 S and merge onto I-95 S 0.8 mi
- ↶ 11. Use the left lane to take the exit toward Express Lanes
⚠ Toll road 344 ft
- ⤴ 12. Merge onto I-95 Express
⚠ Toll road 7.4 mi
- ⤴ 13. Merge onto I-95 S 0.7 mi
- ↶ 14. Keep left to stay on I-95 S 0.2 mi

- 15. Keep right to stay on I-95 S 1.2 mi
- ↘ 16. Use the 2nd from the left lane to take exit 2C for Miami Ave toward Downtown 0.3 mi

Continue on Downtown Distributor. Drive to SE 2nd Ave/Ave of the Americas

2 min (0.4 mi)

- 17. Keep right to continue on Downtown Distributor, follow signs for US-1 N/Biscayne Blvd 0.3 mi
- 18. Use the right 2 lanes to turn right onto SE 2nd Ave/Ave of the Americas
 Destination will be on the right 269 ft

400 SE 2nd Ave
Miami, FL 33131

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.

Google Maps