

**NORTH FLORIDA AREA WORLD SERVICE COMMITTEE (AWSC)
HOSPITALITY ROOM
GUIDELINES**

PLEASE POST HOURS ON THE DOOR OF THE HOSPITALITY ROOM

*Hospitality Room is closed when the AWSC Meeting is in session.

*Hospitality Hosts/Growth Investment People attend AWSC Meetings.

SUGGEST SNACKS BE VERY **SIMPLE** FOR THIS WEEKEND.

HOURS OF OPERATION:

*Hospitality Room closes at 11:30 P. M. Friday and Saturday evenings.

*Hospitality Room opens at 7 A. M. on Saturday.

NUMBER OF MEMBERS ATTENDING: 40-50

FRIDAY: People begin arriving about 3:00 P. M. Suggest the Hospitality Room Hosts have coffee and snacks available as soon as possible after that time. The Hospitality Room will be used for one of the Friday night meetings which begins at 7:00 P. M. and ends about 9:00 P. M. Following the meetings, members use the Hospitality room for snacks and fellowship; the room closes at 11:30 P. M.

SATURDAY: The Hospitality Room opens 7:00 A. M. and Members use the Hospitality Room for coffee and snacks. The AWSC Meeting begins at 9:00 A. M.

The Hospitality Room is closed for lunch as everyone sits on an ad-hoc committee and meets for together for lunch; **THIS INCLUDES HOSTS/GROWTH INVESTMENT PEOPLE.**

When the AWSC Meeting ends (to be determined) the Hospitality Room needs to be open. If the Hosts go out to eat, it is suggested the door be left unlocked for members to use for snacks and fellowship.

The Spiritual Meeting begins about 8:30 PM and ends about 9:30 PM. Members usually return to the Hospitality Room for refreshments and fellowship following that meeting; the room closes at 11:30 P. M.

THE HOSPITALITY ROOM IS CLOSED ON SUNDAY.

GENERAL NOTES: At Area World Service Committee Meetings, one District is responsible for Hospitality. It is that District's responsibility to bring the coffeepots, microwave, and cover the costs of Hospitality Rooms food and supplies.

HOSPITALITY ROOM TURNOVER: The current Hosts/District Representative will contact the next event's Hosts/District Representative(s) to coordinate and insure the transfer of coffeepots and microwave on Sunday morning.

EVERYTHING OTHER THAN THE COFFEE POTS AND MICROWAVE ARE TAKEN HOME BY THE HOST DISTRICT(S); SUPPLIES ARE NOT STOCKPILED.

SPECIFIC INFORMATION: The North Florida Area pays the hotel on Sunday morning for the sleeping rooms used by the District Hosts. North Florida Area pays lunch for Saturday only. All other expenses incurred by the volunteer (food, travel) will be paid by the host District; the room cost is donated back to the Area by the host District.

The Hospitality Hosts/District Representative will be responsible for coordinating their sleeping room reservations with the North Florida Chairperson. The Treasurer & Chairperson will need to know the names and hotel room number(s) of the District Host volunteers.

If making hotel reservations, be sure to specify you are with the **North Florida AFG**. You need to secure the room reservation with a personal credit card. **Be sure to get a confirmation number.**

AWSC Guideline
Hospitality AWSC
as recommended & approved by Ad Hoc Committee
at Fall AWSC 2008