

Meeting Date
October 21, 2014



AGENDA	
Section	Consent
Item No.	<i>II.c.1</i>

AGENDA REPORT
 BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS


SUBJECT:	Approval of Budget Change Request(s)
DEPT/OFFICE:	Budget Office

Requested Action:
 It is requested that the Board of County Commissioners review and approve the attached Budget Change Request(s) / BCR's

Summary Explanation & Background:
 In accordance with the Budget and Financial Policy (BCC-21), the attached budget change request(s) are being submitted for review and approval by the Board of County Commissioners.

Clerk to the Board instruction:

Exhibits Attached

Contract /Agreement (If attached): Reviewed by County Attorney		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	PR	<input type="checkbox"/>
County Manager		Assistant County Manager		Department Director / Extension Tom Rosenberg, Director 633-2153			
Stockton Whitten		Assistant County Manager					



Tammy Etheridge, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972

October 22, 2014

M E M O R A N D U M

TO: Tom Rosenberg, Budget Office Director

RE: Item II.C.1., Budget Change Requests

The Board of County Commissioners, in regular session on October 21, 2014, approved the Budget Change Requests, as submitted. Enclosed are the Budget Change Requests.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge

Tammy Etheridge, Deputy Clerk

Encls. (a/s)

cc: Finance



**Budget Change Request (Form BCC-114)
Brevard County Budget Office**

FUND: 1490
Date: 09/04/2014
Type of Request: AMENDMENT

Department: HOUSING AND HUMAN SERVICES DEPARTMENT
Program: COMMUNITY PLANNING AND REVITALIZATION

Revenue Change:

INTERGOVERNMENTAL	\$412,664
MISCELLANEOUS	\$133,056
STATUTORY REDUCTION	(\$27,286)

Expenditure Change:

COMPENSATION & BENEFITS	\$28,000
OPERATING EXPENSES	\$490,434

Total: \$518,434

Total: \$518,434

Justification:

The budget change is to budget new revenue for the FY 2014-2015(State Fiscal Year) and reimbursements from homeowners' for the State Housing Initiative Program (SHIP). The purpose of the SHIP funding is to provide owner occupied minor and emergency repairs, rehabilitation and replacement.

Alternative:

The alternative is to not accept the new revenue.

SAP Document Number:

50010283

Approval:

IJGOLDEN	APPROVED 09/08/2014
CTLEA	APPROVED 09/09/2014
TTROSENBERG	APPROVED 09/09/2014
SEWHITTEN	APPROVED 10/02/2014

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 21 DAY OF October 2014

Scott Ellis, Clerk

BY:  D.C.

BCR Log No. 20140771



**Budget Change Request (Form BCC-114)
Brevard County Budget Office**

FUND: 0001 **Department:** SHERIFF'S OFFICE
Date: 09/09/2014 **Program:** SHERIFFS OFFICE
Type of Request: AMENDMENT

Revenue Change:		Expenditure Change:	
INTERGOVERNMENTAL	\$58,557	COMPENSATION & BENEFITS	\$49,819
CHARGES FOR SERVICES	\$25,500	OPERATING EXPENSES	\$159,776
MISCELLANEOUS	\$136,569		
STATUTORY REDUCTION	(\$11,031)		
Total:		Total:	
	\$209,595		\$209,595

Justification:

This budget change request recognizes additional revenues received from Special Task Force Operations, Brevard County School Board for contract services, and excess phone commissions and employee reimbursements.

Alternative:

If not approved, the Sheriff's Office budget will not match with the County's budget.

SAP Document Number:
50010290

Approval:
SMMESHBERGER APPROVED 09/09/2014
TTROSENBERG APPROVED 09/09/2014
SEWHITTEN APPROVED 10/02/2014

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 21 DAY OF October 2014

Scott Ellis, Clerk

BY:  D.C.

BCR Log No. 20140774



**Budget Change Request (Form BCC-114)
Brevard County Budget Office**

FUND: 3142
Date: 10/13/2014
Type of Request: AMENDMENT

Department: PARKS AND RECREATION DEPARTMENT
Program: REFERENDUM CAPITAL PROJECTS

Revenue Change:

TRANSFERS - OTHERS

\$400,000

Expenditure Change:

CAPITAL EXPENDITURES

\$400,000

Total: \$400,000

Total: \$400,000

Justification:

This budget change request transfers \$400,000 in unexpended Fortenberry/Plumosa intersection funds originally allocated from the Merritt Island Redevelopment Agency (MIRA) to Veteran's Memorial Park for road and drainage improvements associated with park development. The Merritt Island Redevelopment Agency board approved this transfer on September 25, 2014.

Alternative:

If this transfer is not approved, drainage and road improvements will not be completed until additional funding can be identified.

SAP Document Number:

50010353

Approval:

JSMASSON	APPROVED	10/13/2014
DJEAN-PIERRE	APPROVED	10/14/2014
TTROSENBERG	APPROVED	10/16/2014
SEWHITTEN	APPROVED	10/17/2014

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 21 DAY OF October 2014

Scott Ellis, Clerk

BY:  D.C.

BCR Log No. 20150023



**Budget Change Request (Form BCC-114)
Brevard County Budget Office**

FUND: 1229
Date: 10/15/2014
Type of Request: AMENDMENT

Department: PUBLIC WORKS DEPARTMENT
Program: ROAD CONSTRUCTION SERVICES

Revenue Change:

Expenditure Change:

RESERVES - CAPITAL	(\$412,453)
TRANSFERS	\$412,453

Total:	\$0	Total:	\$0
---------------	-----	---------------	-----

Justification:

This budget change request is required to reduce reserves for the transfer of Merritt Island Redevelopment Agency (MIRA) funds to Parks & Recreation for the purpose of Veteran's Memorial Park road and drainage improvements. The MIRA Board transferred these funds to Public Works in Fiscal Year 2012-2013. These funds were placed in reserves pending decision on how to proceed. These funds are now being transferred to Park & Recreation. The Merritt Island Redevelopment Agency board approved this transfer on September 25, 2014. Corresponding BCRA's 20150022 & 20150023.

Alternative:

Without this BCR, MIRA's funds will not be reallocated, as approved/directed by the MIRA Board.

SAP Document Number:

50010368

Approval:

JPDENNINGHOF	APPROVED	10/15/2014
AAHEPBURN	APPROVED	10/16/2014
TTROSENBERG	APPROVED	10/16/2014
SEWHITTEN	APPROVED	10/16/2014

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 21 DAY OF October 2014

Scott Ellis, Clerk

BY:  D.C.

BCR Log No. 20150031



Budget Change Request (Form BCC-114)
Brevard County Budget Office

FUND: 3142 Department: PARKS AND RECREATION DEPARTMENT
Date: 10/13/2014 Program: REFERENDUM CAPITAL PROJECTS
Type of Request: AMENDMENT

Revenue Change:		Expenditure Change:	
TRANSFERS - OTHERS	\$400,000	CAPITAL EXPENDITURES	\$400,000

Total:	\$400,000	Total:	\$400,000
---------------	-----------	---------------	-----------

Justification:

This budget change request transfers \$400,000 in unexpended Fortenberry/Plumosa intersection funds originally allocated from the Merritt Island Redevelopment Agency (MIRA) to Veteran's Memorial Park for road and drainage improvements associated with park development. The Merritt Island Redevelopment Agency board approved this transfer on September 25, 2014.

Alternative:

If this transfer is not approved, drainage and road improvements will not be completed until additional funding can be identified.

SAP Document Number:
50010353

Approval:

JSMASSON	APPROVED 10/13/2014
DJEAN-PIERRE	APPROVED 10/14/2014
TTROSENBERG	APPROVED 10/16/2014
SEWHITTEN	APPROVED 10/17/2014

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 21 DAY OF October 2014

Scott Ellis, Clerk

BY:  D.C.

BCR Log No. 20150023

TRAVEL REQUEST

BREVARD COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

(FOR ALL OVERNIGHT ABSENCES FROM HOME, CLASS A, B TRAVEL AND ALL PRE-REGISTRATION FEES)

NAME AND TITLE (ONE TRAVELER PER FORM) Kalina Subido-Person	DEPARTMENT, MAIL STOP NUMBER AND PHONE NUMBER TOURISM 11.C.1
---	---

DESTINATION (CITY AND STATE) London, England	BUS AREA - COST CTR - GL ACCT 1441-293010-5480000	IS COUNTY TO RECEIVE REIMBURSEMENT AMOUNT/PERCENT
--	---	--

PURPOSE OF TRIP
Attend World Travel Market & Sales

CONFERENCE/SEMINAR DATE AND TIME	TRAVEL DEPARTURE AND RETURN DATE AND TIME
FROM DATE 11/03/14 TIME 10:00 AM A.M. OR P.M.	DEPARTURE DATE 11/01/14 TIME _____ A.M. OR P.M.
TO DATE 11/06/14 TIME 4:00 PM A.M. OR P.M.	RETURN DATE 11/07/14 TIME _____ A.M. OR P.M.

ESTIMATE OF TRAVEL EXPENSES

(TO BE COMPLETED BY DEPARTMENT)

\$ 20,108.00 REGISTRATION FEE: (ATTACH PROGRAM/AGENDA)

TRANSPORTATION:

\$ 1,340.00 AIRLINE Estimate From Orlando Airport

\$ 144.64 PRIVATE VEHICLE - MAP MILES **256 @ .565** CENTS A MILE single car family 2 round trips

COUNTY VEHICLE (GAS, ETC.)

CAR RENTAL OR TAXI

MISCELLANEOUS: (PARKING, TOLLS, OTHER)
(SPECIFY EXPENSE AND AMOUNT)

LODGING:

\$ 2410.00 SINGLE ROOM DOUBLE ROOM

OTHER : **5 nights @ \$482.00 bkft. included**

SHARED ACCOMMODATIONS: included in registration

CHECK ADVANCE REQUEST

(TO BE COMPLETED BY DEPARTMENT)

REGISTRATION FEE	FOR FINANCE USE ONLY
PAYABLE TO: Visit Florida	P.O. #
DATE DUE 09/30/14	DATE PAID
<input type="checkbox"/> SEND CHECK IN COURIER TO MAIL STOP _____ <input checked="" type="checkbox"/> MAIL CHECK TO VENDOR #1346 <input type="checkbox"/> INTEND TO USE PURCHASING CARD	
LODGING CONFIRMATION # _____ PAYABLE TO: _____ DATE PAID: _____	P.O. #
<input type="checkbox"/> SEND CHECK IN COURIER TO MAIL STOP _____ <input type="checkbox"/> INTEND TO USE PURCHASING CARD	DATE PAID
OTHER (MEALS, PER DIEM, ETC.) PAYABLE TO: _____ DATE PAID: _____	P.O. #
<input type="checkbox"/> SEND CHECK IN COURIER TO MAIL STOP _____	DATE PAID
\$ _____ TOTAL OF ADVANCE PAYMENTS	

(INDIVIDUAL'S NAME)

MEALS: (NOT PROVIDED BY REGISTRATION FEES)

0 BREAKFAST	<u>N/A</u>	NO. OF MEALS	\$ 29.00
5 LUNCH	<u>240.00</u>	NO. OF MEALS	\$ 48.00
5 DINNER	<u>385.00</u>	NO. OF MEALS	\$ 77.00

\$ 720.00 PER DIEM:

NUMBER OF QUARTERS _____ @ \$ _____ /QUARTER
(CAN NOT BE USED IF CLAIMING ACTUAL LODGING AND MEALS)

\$ 24,722.64 TOTAL OF ALL ESTIMATED EXPENSES

APPROVAL OF TRIP AND ESTIMATED EXPENSES

**** PRE-APPROVED BUDGET SHEET ATTACHED **** (Circle) YES NO

10/7/14

TRAVELER'S SIGNATURE _____ DATE _____

DIRECTORS SIGNATURE _____ DATE _____

COUNTY MANAGER'S SIGNATURE _____ DATE _____

APPROVED IN REGULAR SESSION - BOARD OF COUNTY COMMISSIONERS

PREPARED BY **Nola Copeland**

Travel A & B Summary Budgeted \$19,600.00)

E-Tourism Summit + 7680

25 780.00

RCC & ONLINE FORM (REV. 10/01)



ORLANDO'S CLOSEST BEACHES

www.VisitSpaceCoast.com

TO: Stockton Whitten, County Manager
FROM: Rob Varley, TDO Executive Director
DATE: September 24, 2014
SUBJ: World Travel Market (WTM) London Nov 3-6, 2014

This memo is to request approval for Kalina Subido-Person to attend WTM London from November 3-6, 2014. The TDO has attended this show with various partners throughout the years including Port Canaveral, Melbourne Int'l Airport and Kennedy Space Center Visitor Complex. The show is organized and managed by Visit Florida, the State's marketing organization.

WTM is the second largest trade show in the world, attracting over 47,000 travel industry professionals representing 189 countries and regions. Annually held in London under one roof, it's a business to business exhibition that provides a unique opportunity for the global travel trade industry to meet, network, negotiate and conduct business. The show attracts over 200 Florida Marketing Partners and will include a Media Event on the stand.

The show's estimated booth cost and travel expenses are included in the FY 2014-15 budget (Exhibition registration at \$14,000 and travel expenses at \$4,500). Visit Florida has changed their contracted floor space to allow only turn-key 12m booths, which increases the cost of exhibition space to \$20,180. We have uncommitted funds from cancelled shows in the travel budget from E-Tourism Summit in the amount of \$7,680 that can be used for the difference in exhibit cost.

The primary goal is to continue to develop the Space Coast product in the European market. With the assistance of David McKee with Ignite Sales & Marketing and DMA, Ltd., we have been able to work with new European tour operators each year, be part of their itineraries and included in their marketing and sales opportunities. Local hotels that are partners with the tour operators include: Cocoa Beach Hilton, International Palms Cocoa Beach, Best Western Cocoa Beach, Sheraton Four Points Cocoa Beach, The Inn on Cocoa Beach, Best Western Titusville, Crowne Plaza, Indialantic. We are educating more hotels about the wholesale business and hope to grow the number of participating hotels in their programs.

SPACE COAST OFFICE OF TOURISM

430 Brevard Avenue • Suite 150 • Cocoa Village, Florida 32922 • Phone: (877) 57-BEACH (2-3224) or (321) 433-4470 • Fax: (321) 433-4476

COCOA BEACH • MELBOURNE BEACHES • PALM BAY • TITUSVILLE

TOURISM DEVELOPMENT OFFICE: TRAVEL A & B SUMMARY
PAGE 2 OF 2

DESCRIPTION	POSITION	DESTINATION	TOTAL COST
PROMOTION & ADVERTISING:			
Simpleview Summit - Edu	Staff	Tucson, AZ	\$4,150
Southeast Tourism Soc BOD	Director	TBD	\$750
Southeast Tourism Soc Fall Mtg	Director	Charleston, SC	\$2,300
Southeast Tourism Soc Spring Mtg	Admin Off b	TBD	\$2,800
Southeast Tourism Soc Congressional	Director	TBD	\$1,600
Superior Small Lodgings Meetings	Staff Spec II	Florida, TBD	\$500
Suncoast Travel Industry Show - Tvl Agt	Staff Spec II	Florida, TBD	\$900
Tampa Outdoor Show - Consumer	Staff Spec II	Tampa	\$1,220
TSAE /SGMP Capitol - Mtg Plnr	Admin Off a	Tallahassee	\$1,210
Travel Weekly Cruise World - Tvl Agt	Staff Spec II	Ft. Lauderdale	\$8,700
US Trvl Assoc Marketing Outlook - Edu	Admin Off b	TBD	\$1,900
US 231 Welcome Center - Consumer	Staff Spec II	N. Florida	\$500
Vacation.com	Staff	Orlando, FL	\$1,300
Vacation in your Neighborhood	Staff Spec II	West Coast Fl	\$410
Visit Florida Co-op Shows	Staff	TBD	\$13,500
World Tvl Market L. Am. Co-op KSC	Admin Off b	Sao Paulo, BZ	\$14,900
* World Tvl Market Co-op KSC, Port	Director, AdminOff b	London, UK	\$19,600
SUBTOTAL CONT. FROM PAGE 1 :			\$76,240
PROMOTION & ADVERTISING:			
<u>Sales Action Team</u>			
Cruise Line Receptions-Co-op	Admin Off a	TBD	\$6,300
Meetings Focus Live- Co-Op	Admin Off a	Ponte Vedra, Fl	\$4,000
Meeting Spots-Co-op	Admin Off a	Tallahassee, FL	\$1,800
NACTA Travel/Luncheon	Admin Off a	Tampa	\$670
Reunion Friendly Network	Admin Off a	TBD, FL	\$2,200
Successful Meetings- Co-op	Admin Off a	Orlando Fl	\$4,080
Villages Consumer Shows -Co-op	Admin Off a	Villages, FL	\$3,950
SUBTOTAL:			\$23,000
BEACH RENOURISHMENT: NRMO			
American Shore & Beach Conference	Ad Off II/Mgt Spec III	Washington, DC	\$3,600
Army Corp. Coordination & Lobbying	Ad Off II/Mgt Spec III	Washington, DC	\$2,600
FDEP Permits	Ad Off II/Mgt Spec III	Tallahassee, FL	\$500
FDEP Grants	Mgmt. Specialist III	Tallahassee, FL	\$350
FL Shore & Beach Tech Conference	Ad Off II/Mgt Spec III	TBD	\$2,000
Army Corp. Mid Reach PED Coordination	Ad Off II/Mgt Spec III	Jacksonville, FL	\$250
Army Corp. Mid Reach MEMPA Coord	Ad Off II/Mgt Spec III	Jacksonville, FL	\$250
Army Corp. Feasibility	Mgmt. Specialist III	Jacksonville, FL	\$250
FL Shore & Beach Pres Annual Meeting	Ad Off II/Mgt Spec III	TBD	\$1,200
TOTAL FOR PROGRAM:			\$11,000

← E Tourism Summit

TOURISM DEVELOPMENT OFFICE: TRAVEL A & B SUMMARY
PAGE 1 OF 2

DESCRIPTION	POSITION	DESTINATION	TOTAL COST
PROMOTION & ADVERTISING:			
AAA Great Vacations - Tvl Agts	Staff Specialist	Columbus, OH	\$2,500
AAA Superbowl of Knowledge - Tvl Agts	Staff Spec II	North Carolina	\$1,650
American Bus Association - Motor Cch	Staff Spec II	St. Louis, MO	\$2,695
ASTA Mid-America Travelfest - Tvl Agts	Staff Specialist	TBD	\$3,050
Canada Sales Mission - Tour Op, Tvl Agts	Admin Off b	Canada	\$5,600
Canadian XChange Co-op partners - Tvl Agts	Admin Off b	TBD Canada	\$10,120
China Int'l Tvl /Sales Missions Co-op KSC	Admin Off b	TBD China	\$8,950
Connect - Meeting Plnr	Admin Off a	Orlando, FL	\$4,150
Cruise 3-Sixty Co-op Port - Tvl Agts	Staff	Ft. Lauderdale	\$5,490
Destination Mgt Asso Int'l Annual Conf - Edu	Staff	Austin Tx	\$6,700
*E-Tourism Summit -Edu	Staff	San Francisco, CA	\$7,680
Education Seminar Tourism Org/ESTO	Staff	TBD	\$4,725
Film Sales Missions (3)	Admin Off a	Los Angeles/ NY	\$8,500
Film Florida Qtrly Mtgs (4)	Admin Off z	Florida, TBD	\$2,535
Fireball Run-Co-op w/ Space Florida - Consumr	Admin Off a	AR, OK, MO	\$4,000
FADMO Destination Marketing	Staff	Florida, TBD	\$2,760
FADMO Day at the Capitol	Staff	Tallahassee, FL	\$1,320
FADMO Annual Meeting	Staff	Florida, TBD	\$1,935
Florida Encounter - Mtg Plnrs	Admin Off a	Palm Beach, FL	\$3,050
Florida Huddle - Tour Op	Admin Off b	Palm Beach, FL	\$4,445
Florida Outdoor Writers Conference	Staff Spec II	TBD	\$680
FL Governor's Conf on Tourism	Staff, TDC	Florida, TBD	\$6,150
HAT Hospitality ApprecTrade Show (2)	Staff Specialist II	Orlando, FL	\$780
Home Based Travel Agent Forum	Staff	Orlando, FL	\$1,720
1-95 Golf Days - Consumer	Staff Spec II	Yulee, FL	\$350
1-95 Camping Days - Consumer	Staff Specialist	Yulee, FL	\$350
1-95 Winter Festival - Consumer	Staff Spec II	Yulee, FL	\$400
1-95 Fishing & Boating Show - Consumer	Staff Spec II	Yulee, FL	\$350
1-75 Fall Festival - Consumer	Staff Spec II	Jennings Fl	\$400
Intl Bureau Tourism ITB Co-op/KSC,Port	Admin Off b	Berlin, Germany	\$14,800
London Production Show - Film	Admin Off a	London, England	\$6,400
Military Reunion Show - Mtg Plnr	Admin Off a	TBD	\$1,800
MLT University Co-op Port - Tvl Agt	Admin Off a	TBD	\$2,600
N. Amer Journeys Summit - Tour Op	Admin Off b	TBD	\$2,800
Orlando Fun Partners - Concierge	Staff Spec II	Orlando, FL	\$250
Peninsula Trvl Shows Co-op Port (3) - Tvl Agt	Staff	TBD	\$6,300
Pow Wow (IPW) Co-op w/ Port, MLB	Director, AdminOff b	Las Vegas, NV	\$15,900
Reel Screen - Film	Admin Off a	Washington DC	\$3,250
Rejuvenate - Mtg Plnrs	Admin Off a	TBD	\$3,570
Sales Mission - Domestic and Int'l	Staff	TBD	\$14,500
Sales Mission w/ KSC, Port, MLB	Staff	TBD	\$8,000
SeaTrade - Co-op Port - Cruise Prof	Staff	Fort Lauderdale, FL	\$4,300
SUBTOTAL FOR PROGRAM page 1 of 2:			\$187,505



Please remit payments to our address below:
 2540 W. Executive Center Circle, Suite 200 | Tallahassee, FL 32301

Phone: (850) 488-5607
 Fax: (850) 201-6904
 Email: accounting@VISITFLORIDA.org
 Web: www.VISITFLORIDA.com

Bill To:
Attn: Kalina Subido-Person Florida's Space Coast Office of Tourism 430 Brevard Avenue Suite # 150 Cocoa Village, FL 32922

Invoice #	0000017665
Type	Invoice
Date	09/23/2014
Due Date	10/23/2014
Contract #	
P.O. #	

Ship To:
Florida's Space Coast Office of Tourism 430 Brevard Avenue Suite # 150 Cocoa Village, FL 32922

Invoice Detail

2014 WORLD TRAVEL MARKET

Cvent Confirmation #: KMNT287JSF5

Product	Description	Qty	Rate	Amount
WTM Online Exhibitor Directory - MANDATORY FEE	11/3/2014 - 11/6/2014	2	\$160	\$320.00
	11/3/2014 - 11/6/2014 Custom Turn Key Option (minimum 12 m ²)	12	\$1,649	\$19,788.00
Total				\$20,108.00
Amount Received				\$0.00
Amount Due				\$20,108.00

Thank you for your continued support!

Comments:



WORLD TRAVE MARKET 2014
HOTEL ACCOMMODATION BOOKING FORM

THE ARCH LONDON

Please email this completed booking form to Sue Marshall
Email: smarshall@visitflorida.org.

Contact Details

Contact Name: David McKee

Company Name: Florida's Space Coast

Phone: 07710 490054

Email address david@ignite-uk.com

GUEST NAME	ROOM TYPE & RATE Standard Room £245.00	OCCUPANCY Single/Double	CHECK IN DATE	CHECK OUT DATE
Kalina Subido Person	Standard	Single	2 November	7 November
David McKee	Standard	Single	2 November	7 November

Special requests: (Note: early "get ins" will be requested but cannot be guaranteed.)

Early Check in for Kalina Subido Person please

Credit Card details (to guarantee your room)

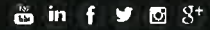
NAME ON CARD	CARD TYPE AND NUMBER	EXPIRY DATE
David McKee		01/15

I have confirm I have and read and understand the cancellation charges as detailed above

Signed

Date

4 Sept 2014



EXHIBITOR DIRECTORY VISIT EXHIBIT EVENTS WTM BUYERS' CLUB PRESS

3 - 6 November 2014 • London



Opening Times

Monday 3 November

10am - 6pm

Admission to registered Exhibitors, Exhibitor Invitees, Ministers, Speakers and International Press only

Wednesday 5 November

10am - 8pm

Admission to registered Exhibitors, Exhibitor Invitees, WTM Buyers' Club members, Travel Trade professionals, Ministers, Speakers, International Press & Students

Tuesday 4 November

10am - 6pm

Admission to registered Exhibitors, Exhibitor Invitees, WTM Buyers' Club members, Travel Trade professionals, Ministers, Speakers and International Press

Thursday 6 November

10am - 4pm

Admission to registered Exhibitors, Exhibitor Invitees, WTM Buyers' Club members, Travel Trade professionals, Ministers, Speakers, International Press & Students



Currency Converter

GBP/USD for the 24-hour period ending **Tuesday, Sep 23, 2014 22:00 UTC** @ +/- 0%

Currency I Have:
294.0 GBP

Currency I Want:
481.413 USD

GBP/USD Details

GBP/USD for the 24-hour period ending **Tuesday, Sep 23, 2014 22:00 UTC** @ +/- 0%

Selling 294.000 **GBP** → you get **481.413 USD**
Buying 294.000 **GBP** → you pay **481.469 USD**

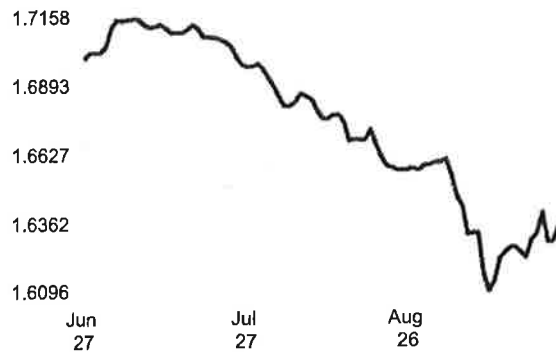
Rate Details

GBP/USD for the 24-hour period ending **Tuesday, Sep 23, 2014 22:00 UTC**

	Bid	Ask
	Sell 1 GBP	Buy 1 GBP
MIN	1.63018	1.63036
AVG	1.63746	1.63765
MAX	1.64147	1.64166

Recent Trends

GBP/USD average daily bid prices
Last 90 days



Take trusted OANDA Rates™ with you on your travels

GBP/USD						USD/GBP					
Interbank Rate +/- 0%						Interbank Rate +/- 0%					
Sep 24, 2014						Sep 24, 2014					
GBP	USD	GBP	USD	GBP	USD	USD	GBP	USD	GBP	USD	GBP
1	1.64	15	24.56	45	73.69	1	0.61	15	9.16	45	27.48
2	3.27	20	32.75	50	81.87	2	1.22	20	12.21	50	30.53
3	4.91	25	40.94	100	163.75	3	1.83	25	15.27	100	61.06
4	6.55	30	49.12	250	409.37	4	2.44	30	18.32	250	152.66
5	8.19	35	57.31	500	818.73	5	3.05	35	21.37	500	305.32
10	16.37	40	65.50	1,000	1,637.46	10	6.11	40	24.43	1,000	610.63



**WORLD TRAVEL MARKET 2014
HOTEL ACCOMMODATION**

The Marylebone Hotel

47 Welbeck Street

London W1G 8DN

Tel +44 (0)20 7486 6600

www.doylecollection.com/marylebone

The Marylebone is located in Marylebone Village – less than 6 minute walk onto Oxford Street (London's main shopping area) and Bond Street tube. The area around the hotel is a great neighbourhood with unique shops, restaurants and pubs including one of London's best Fish and Chip bars!

This Marylebone has a total of 257 rooms and suites, all well equipped including complimentary WIFI in all the rooms. Rates include continental breakfast as well as complimentary access to the health club which includes an 18 metre indoor pool and state of the art fitness centre. The hotel has a bar and restaurant/brasserie "ONE08" and offers 24 hour room service.

Superior Rooms

There's every little touch you need to feel at home: from duck down duvets, crisp white linen, fluffy towels, high-power hair dryers, flat-screen TVs, to Aromatherapy Associates aromatherapy bathroom products.

Deluxe Rooms

The deluxe rooms offer all of the luxuries of the superior rooms, as well as an extra-spacious room size (approx 25 sqm) and the added convenience of a Nespresso coffee machine.

We have an allocation of 20 deluxe rooms and 5 standard rooms

Rates:

Rates include continental breakfast but **EXCLUDE** VAT at 20%

Based on single occupancy – add £10 pn for double occupancy plus VAT

	<u>Published Rate</u>	<u>VISIT FLORIDA Rate</u>
Superior Rooms	£335	£195 single occupancy
Deluxe Rooms	£435	£235 single occupancy

Terms and Conditions:

Our allocation will be released back to the hotel on September 26th

Any cancellations within 72hours of arrival date will be charged 1 night fee

Any non-arrivals will also be charged 1 night fee

To book:

Please complete the booking form and return to Sue Marshall (smarshall@visitflorida.org)

These rates are only available through VISIT FLORIDA so please do not contact the hotel direct.



WORLD TRAVEL MARKET 2014
HOTEL ACCOMMODATION BOOKING FORM

THE MARYLEBONE HOTEL

Please send the completed booking form to Sue Marshall
Email: smarshall@visitflorida.org.

Contact Details

Contact Name: _____

Company Name: _____

Phone: _____ Fax: _____

Email address: _____

GUEST NAME	ROOM TYPE Superior or Deluxe	OCCUPANCY Single/Double	CHECK IN DATE	CHECK OUT DATE

Special requests (Note: Early "get ins" can be requested but are not guaranteed)

Credit Card details (to guarantee your room)

NAME ON CARD	CARD TYPE AND NUMBER	EXPIRY DATE

I have confirm I have and read and understand the cancellation charges as detailed above

Signed

Date.....

Trip to:
Orlando International Airport (MCO)
1 Airport Blvd
Orlando, FL 32827
(407) 825-2001
63.98 miles
1 hour 8 minutes

		Miles Per Section
	138 Cambridge Ct Indialantic, FL 32903-7747	
	1. Start out going north on Cambridge Ct toward Ocean Oaks Dr.	Go 0.06 Mi
	2. Turn right onto Ocean Oaks Dr.	Go 0.1 Mi
	3. Turn left onto Highway A1a N / SR-A1A. Continue to follow SR-A1A.	Go 7.4 Mi
		
	4. Turn left onto SR-404 W / Pineda Cswy. Continue to follow Pineda Cswy.	Go 6.9 Mi
	5. Merge onto I-95 N.	Go 16.5 Mi
		
	6. Take the SR-528-TOLL W exit, EXIT 205AB, toward Orlando.	Go 0.6 Mi
	7. Merge onto SR-528 W toward SR-528-TOLL W / Orlando.	Go 0.4 Mi
		
	8. Merge onto SR-528-TOLL W (Portions toll).	Go 30.4 Mi
		
	9. Take the SR-436 N / Semoran Blvd / Int'l Airport exit, EXIT 11.	Go 0.3 Mi
	10. Keep left to take the Int'l Airport ramp.	Go 0.6 Mi
	11. Merge onto Airport Blvd.	Go 0.8 Mi
	12. 1 AIRPORT BLVD.	
	Orlando International Airport (MCO) 1 Airport Blvd, Orlando, FL 32827 (407) 825-2001	64.0 mi

Total Travel Estimate: 63.98 miles - about 1 hour 8 minutes

Single Family Car - Round Trip 128 miles
x 2

256



ANNUAL VISIT FLORIDA 2014 WORLD TRAVEL MARKET DINNER

GENERAL OPTIONS

Kaline Subido-Person

Marketing Director

430 Brevard Ave.
Suite #150
Cocoa, 32922
USA

1

ZNNRBQCJHDM (needed to modify your registration)

Annual VISIT FLORIDA 2014 World Travel Market Dinner

Abbey Road Studios
London
England

11/05/2014

7:00 PM [Add to my calendar](#)

Name:

Title:

Address:

Number of People Registered:

Confirmation Number:

Event Title:

Location:

Date:

Time:

CURRENT REGISTRATION DETAILS

KALINA SUBIDO-PERSON [-]

Agenda Items

Registration Item	Cost
Ticket (Partner)	\$300.00

Optional Items

Optional Item	Cost
Additional Tickets	\$300.00 x 1 = \$300.00

ORDER SUMMARIES

Order

Date	Type	Amt Ordered	Amt Paid	Amt Due
09/19/2014 3:18 PM GMT	online order	\$600.00	\$600.00	\$0.00
Total:		\$600.00	\$600.00	\$0.00

PAYMENT DETAILS

Details



Cvent Online Event Registration Software | Copyright © 2000-2014 Cvent Inc. All rights reserved.

- Event Management Software |
 - Survey Software |
 - Event Venues |
 - Privacy Policy
 - End User License Agreement



ANNUAL VISIT FLORIDA 2014 WORLD TRAVEL MARKET DINNER

GENERAL OPTIONS

Kalina Subido-Person
 Marketing Director
 430 Brevard Ave.
 Suite #150
 Cocoa, 32922
 USA

Name:

Title:

Address:

Number of People Registered:

Confirmation Number:

Event Title:

Location:

Date:

Time:

ZNNRBQCJHDM (needed to modify your registration)
 Annual VISIT FLORIDA 2014 World Travel Market Dinner
 Abbey Road Studios
 London
 England
 11/03/2014

7:00 PM [Add to my calendar](#)

CURRENT REGISTRATION DETAILS

KALINA SUBIDO-PERSON [-]

Agenda Items

Registration Item	Cost
Ticket (Partner)	\$300.00

Optional Items

Optional Item	Cost
Additional Tickets	\$300.00 x 1 = \$300.00

ORDER SUMMARIES

Order

Date	Type	Amt Ordered	Amt Paid	Amt Due
09/19/2014 3:18 PM GMT	online order	\$600.00	\$600.00	\$0.00
Total:		\$600.00	\$600.00	\$0.00

PAYMENT DETAILS

Details



Cvent Online Event Registration Software | Copyright © 2000-2014 Cvent Inc. All rights reserved.

- [Event Management Software](#) |
 - [Survey Software](#) |
 - [Event Venues](#) |
 - [Privacy Policy](#)
- [End User License Agreement](#)



HERE COMES THE SUNSHINE!

Join VISIT FLORIDA in celebrating 30 years of our World Travel Market Dinner on Monday, November 3, 2014.

To celebrate this milestone we have chosen one of London's most iconic venues - Abbey Road Studios.

The event provides the perfect opportunity to network with key contact executives from the UK and Irish travel industry. Over the years it has become the "Go To" event on Monday night, during World Travel Market, for anyone connected with the promotion of tourism to Florida.

VISIT FLORIDA invites Florida Industry partners to participate in this event by purchasing a ticket(s).

The ticket price includes: a champagne reception, dinner, drinks and entertainment. The cost of the ticket also allows us to invite one guest from the UK and Irish travel industry.

(Please note: VISIT FLORIDA will handle all guest invitations and RSVPs)

Early registration is strongly recommended since this event traditionally sells out.

Registration Deadline: October 31, 2014

Participant Pricing:

Partners: \$300/ticket

Web/non-partners: \$375/ticket

Event Sponsorship: \$15,000

For additional information, please contact Sue Marshall at smarshall@VISITFLORIDA.org or [+44 \(0\) 20 7932 2406](tel:+4402079322406)

Begin your registration by selecting yes below:

[YES](#)

[NO](#)

Having trouble with the link? Simply copy and paste the entire address listed below into your web browser:

http://www.cvent.com/d/f5JB34e5_0KX0Zi8f1vSw/980k/P1/1Q?

If you no longer want to receive emails from Sue Marshall please click the link below.

[Opt-Out](#)



Foreign Per Diem Rates In U.S. Dollars

**Country: UNITED KINGDOM
Publication Date: 09/01/2014**

Country Name	Post Name	Season Begin	Season End	Maximum Lodging Rate	M & IE Rate	Maximum Per Diem Rate	Footnote	Effective Date
UNITED KINGDOM	Belfast	01/01	12/31	256	136	392	N/A	04/01/2014
UNITED KINGDOM	Birmingham	01/01	12/31	214	94	308	N/A	04/01/2014
UNITED KINGDOM	Bristol	01/01	12/31	255	121	376	N/A	04/01/2014
UNITED KINGDOM	Cardiff, Wales	01/01	12/31	222	109	331	N/A	04/01/2014
UNITED KINGDOM	Caversham	01/01	12/31	237	153	390	N/A	04/01/2014
UNITED KINGDOM	Cheltenham	01/01	12/31	197	133	330	N/A	04/01/2014
UNITED KINGDOM	Crawley	01/01	12/31	380	193	573	View	08/01/2014
UNITED KINGDOM	Edinburgh	01/01	12/31	248	118	366	N/A	04/01/2014
UNITED KINGDOM	Gatwick	01/01	12/31	225	160	385	N/A	04/01/2014
UNITED KINGDOM	Glasgow	01/01	12/31	214	114	328	N/A	04/01/2014
UNITED KINGDOM	Harrogate	01/01	12/31	155	89	244	N/A	04/01/2014
UNITED KINGDOM	High Wycombe	01/01	12/31	200	120	320	N/A	04/01/2014
UNITED KINGDOM	Horley	01/01	12/31	225	160	385	N/A	04/01/2014
UNITED KINGDOM	Liverpool	01/01	12/31	186	112	298	N/A	04/01/2014
UNITED KINGDOM	London	01/01	12/31	380	193	573	View	08/01/2014

~~3~~

M &IE Rate					M &IE Rate					M &IE Rate				
	Breakfast	Lunch	Dinner	Incid.		Breakfast	Lunch	Dinner	Incid.		Breakfast	Lunch	Dinner	Incid.
\$79	12	20	32	15	\$124	19	31	49	25	\$169	25	42	68	34
\$80	12	20	32	16	\$125	19	31	50	25	\$170	26	42	68	34
\$81	12	20	33	16	\$126	19	32	50	25	\$171	26	43	68	34
\$82	12	21	33	16	\$127	19	32	51	25	\$172	26	43	69	34
\$83	12	21	33	17	\$128	19	32	51	26	\$173	26	43	69	35
\$84	13	21	33	17	\$129	19	32	52	26	\$174	26	44	69	35
\$85	13	21	34	17	\$130	20	32	52	26	\$175	26	44	70	35
\$86	13	22	34	17	\$131	20	33	52	26	\$176	26	44	71	35
\$87	13	22	35	17	\$132	20	33	53	26	\$177	27	44	71	35
\$88	13	22	35	18	\$133	20	33	53	27	\$178	27	45	71	35
\$89	13	22	36	18	\$134	20	34	53	27	\$179	27	45	72	35
\$90	14	22	36	18	\$135	20	34	54	27	\$180	27	45	72	36
\$91	14	23	36	18	\$136	20	34	55	27	\$181	27	45	73	36
\$92	14	23	37	18	\$137	21	34	55	27	\$182	27	46	73	36
\$93	14	23	37	19	\$138	21	35	55	27	\$183	27	46	73	37
\$94	14	24	37	19	\$139	21	35	56	27	\$184	28	46	73	37
\$95	14	24	38	19	\$140	21	35	56	28	\$185	28	46	74	37
\$96	14	24	39	19	\$141	21	35	57	28	\$186	28	47	74	37
\$97	15	24	39	19	\$142	21	36	57	28	\$187	28	47	75	37
\$98	15	25	39	19	\$143	21	36	57	29	\$188	28	47	75	38
\$99	15	25	40	19	\$144	22	36	57	29	\$189	28	47	76	38
\$100	15	25	40	20	\$145	22	36	58	29	\$190	29	47	76	38
\$101	15	25	41	20	\$146	22	37	58	29	\$191	29	48	76	38
\$102	15	26	41	20	\$147	22	37	59	29	\$192	29	48	77	38
\$103	15	26	41	21	\$148	22	37	59	30	\$193	29	48	77	39
\$104	16	26	41	21	\$149	22	37	60	30	\$194	29	49	77	39
\$105	16	26	42	21	\$150	23	37	60	30	\$195	29	49	78	39
\$106	16	27	42	21	\$151	23	38	60	30	\$196	29	49	79	39
\$107	16	27	43	21	\$152	23	38	61	30	\$197	30	49	79	39
\$108	16	27	43	22	\$153	23	38	61	31	\$198	30	50	79	39
\$109	16	27	44	22	\$154	23	39	61	31	\$199	30	50	80	39
\$110	17	27	44	22	\$155	23	39	62	31	\$200	30	50	80	40
\$111	17	28	44	22	\$156	23	39	63	31	\$201	30	50	81	40
\$112	17	28	45	22	\$157	24	39	63	31	\$202	30	51	81	40
\$113	17	28	45	23	\$158	24	40	63	31	\$203	30	51	81	41
\$114	17	29	45	23	\$159	24	40	64	31	\$204	31	51	81	41
\$115	17	29	46	23	\$160	24	40	64	32	\$205	31	51	82	41
\$116	17	29	47	23	\$161	24	40	65	32	\$206	31	52	82	42
\$117	18	29	47	23	\$162	24	41	65	32	\$207	31	52	83	41
\$118	18	30	47	23	\$163	24	41	65	33	\$208	31	52	83	42
\$119	18	30	48	23	\$164	25	41	65	33	\$209	31	52	84	42
\$120	18	30	48	24	\$165	25	41	66	33	\$210	32	52	84	42
\$121	18	30	49	24	\$166	25	42	66	33	\$211	32	53	84	42
\$122	18	31	49	24	\$167	25	42	67	33	\$212	32	53	85	42
\$123	18	31	49	25	\$168	25	42	67	34	\$213	32	53	85	43



Appendix B
Chapter 301-Federal Travel Regulation
Allocation of M&IE Rates to Be Used in Making Deductions from the M&IE Allowance

M&IE rates for the localities in nonforeign areas (prescribed in Civilian Personnel Per Diem Bulletins published periodically in the Federal Register by the Secretary of Defense) and for localities in foreign areas (established by the Secretary of State in Section 925, a per diem supplement to the Standardized Regulations Government Civilians, Foreign Areas) shall be allocated as shown in this table (Section 301-11.18) when making deductions from nonforeign or foreign area per diem rates.

M &IE Rate					M &IE Rate					M &IE Rate				
	Breakfast	Lunch	Dinner	Incid.		Breakfast	Lunch	Dinner	Incid.		Breakfast	Lunch	Dinner	Incid.
\$1	0	0	0	1	\$27	4	7	11	5	\$53	8	13	21	11
\$2	0	0	1	1	\$28	4	7	11	6	\$54	8	14	21	11
\$3	0	1	1	1	\$29	4	7	12	6	\$55	8	14	22	11
\$4	1	1	1	1	\$30	5	7	12	6	\$56	8	14	23	11
\$5	1	1	2	1	\$31	5	8	12	6	\$57	9	14	23	11
\$6	1	2	2	1	\$32	5	8	13	6	\$58	9	15	23	11
\$7	1	2	3	1	\$33	5	8	13	7	\$59	9	15	24	11
\$8	1	2	3	2	\$34	5	9	13	7	\$60	9	15	24	12
\$9	1	2	4	2	\$35	5	9	14	7	\$61	9	15	25	12
\$10	2	2	4	2	\$36	5	9	15	7	\$62	9	16	25	12
\$11	2	3	4	2	\$37	6	9	15	7	\$63	9	16	25	13
\$12	2	3	5	2	\$38	6	10	15	7	\$64	10	16	25	13
\$13	2	3	5	3	\$39	6	10	16	7	\$65	10	16	26	13
\$14	2	4	5	3	\$40	6	10	16	8	\$66	10	17	26	13
\$15	2	4	6	3	\$41	6	10	17	8	\$67	10	17	27	13
\$16	2	4	7	3	\$42	6	11	17	8	\$68	10	17	27	14
\$17	3	4	7	3	\$43	6	11	17	9	\$69	10	17	28	14
\$18	3	5	7	3	\$44	7	11	17	9	\$70	11	17	28	14
\$19	3	5	8	3	\$45	7	11	18	9	\$71	11	18	28	14
\$20	3	5	8	4	\$46	7	12	18	9	\$72	11	18	29	14
\$21	3	5	9	4	\$47	7	12	19	9	\$73	11	18	29	15
\$22	3	6	9	4	\$48	7	12	19	10	\$74	11	19	29	15
\$23	3	6	9	5	\$49	7	12	20	10	\$75	11	19	30	15
\$24	4	6	9	5	\$50	8	12	20	10	\$76	11	19	31	15
\$25	4	6	10	5	\$51	8	13	20	10	\$77	12	19	31	15
\$26	4	7	11	5	\$52	8	13	21	10	\$78	12	20	31	15

A.

Last Year's for reference

Ms Kalina Subido-Person
138 Cambridge Ct
Indialantic
FL 32903
United States

Room No. : 317
Arrival : 03/11/13
Departure : 06/11/13
Page No. : 1 of 1
Folio No. : 46996
Conf. No. : 24622477
Cashier No. : 58
User ID : TADN

INVOICE

Group Code : REPU021113
Company Name : Visit Florida (UK Office)

06/11/13

Date	Text	Charges GBP	Credits GBP
03/11/13	Bed & Breakfast Rate	245.00	
03/11/13	VAT at 20%	49.00	
04/11/13	Bed & Breakfast Rate	245.00	
04/11/13	VAT at 20%	49.00	
05/11/13	Bed & Breakfast Rate	245.00	
05/11/13	VAT at 20%	49.00	
06/11/13	Visa		882.00
	XXXXXXXXXXXX4714		
	XX/XX		

Total 882.00 882.00
Balance
Total incl. VAT 0.00 GBP
882.00 GBP

NET at 20% 735.00 GBP
VAT at 20% 147.00 GBP
NET at 0% 0.00 GBP

50-60 Great Cumberland
Place
London W1H 7FD
G.N. 7724 4700

MIC 040436504119550
TID 27660732
CLIENT 27660732
MERCH FCOTAILONDON
DATE 06-11-2013
TIME 10:46:57

TRANS SEQ 000028264
BATCH 00001040
SWIPED

VISA
XXXX XX 4714

COMPLETION 882.00

TOTAL 882.00

PERMISSION TO DEBIT

SIGNATURE VERIFIED
AUTH CODE 015086

PLEASE KEEP RECEIPT FOR
YOUR OWN RECORDS

