

STATE LEADERSHIP CONFERENCE



CEDAR RAPIDS | MARCH 24-26, 2024

General Information

The Iowa Future Business Leaders of America's State Leadership Conference is an educational conference that includes competitive events, leadership development activities, career awareness programs, business meetings, and general sessions. All conference rates include a complimentary lunch provided by Iowa FBLA on the Monday of the conference.

Registration

Member, Adviser, and Adult Rate

The conference rate is based on the number of nights the attendee stays at an official Iowa FBLA hotel. Iowa FBLA is obligated to meet conference and venue requirements by having a certain percentage of attendees stay on-site during the entire conference.

Adviser/Adult Volunteer Rate

Advisers/adults are encouraged to volunteer to assist with the conference activities. If yes is checked for

volunteering during registration, you will receive a \$35 discount from the standard rate. You will receive your volunteer assignment at registration check-in at the conference.

Tuesday Only Registration

Parents and guests are encouraged to attend the conference on Tuesday to celebrate student success during the Awards Session. Registration of \$25 takes place on-site Tuesday morning. No pre-registration is required.

State Leadership Conference March 24-26, 2024 DoubleTree by Hilton Hotel Cedar Rapids Convention Complex		
Attendee	Hotel Stay	Registration Cost
<u>Standard Rate</u> Member Adviser Adult	2 nights	\$105
	1 night	\$125
	No stay	\$140
<u>Volunteer Rate</u> Adviser Adult	2 nights	\$65
	1 night	\$80
	No stay	\$100
Tuesday Only Registration	N/A	\$25



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Conference registration is open from January 15, 2024 through February 19, 2024 at 5 PM CT in the conference management system, Blue Panda. Register at app.gobluepanda.com by clicking 'Login with FBLA Connect.' For assistance, view the registration guide located at www.iowafbla.org/slc. Each chapter must have one adviser/adult.

Registration Dates

Registration Opens: January 15, 2024

Registration Deadline: February 19, 2024

Payment Deadline: March 24, 2024

Information for Registration

Attendee Name, Gender, Email, Phone Number*

Advisers/adults will also need to select volunteer

Attendee Grade* (members only)

Competitive Events (members only)

**To be eligible to register for the State Leadership Conference, members must be registered and paid in the membership database, FBLA Connect. Members will auto-populate in the chapter list of eligible attendees. Paid membership records auto-sync from FBLA Connect to the Blue Panda Conference Management System. Please note the synchronization happens at irregular intervals, taking up to 24 hours to sync.*

Registration Eligibility

Chapter advisers, parents, alums, local administrators, teacher educators, or other interested individuals are eligible to attend the State Leadership Conference. Every event attendee at the State Leadership Conference MUST be registered and paid by the registration deadline.

Payments

All payments have a deadline of March 24. Iowa FBLA's W-9 is available at www.iowafbla.org/advisers. Many business offices request a copy of the W-9 before processing checks and credit card payments.

Checks

Should be made out to Iowa FBLA and mailed to

Iowa FBLA

Attn: Financial Coordinator

723 Curtis Ave

Chariton, IA 50049

Credit Card Payments

A 3% credit card convenience fee will be reflected on the invoices generated by the Blue Panda Conference Management System. After the registration deadline, a credit card payment link and instructions will be emailed.

Late Fee

A 10% late fee will be added to the invoice if payment is not RECEIVED by March 24.

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Registration Additions, Modifications, and Refunds

Please note that after the conference registration deadline of February 19, 2024, you must contact Iowa FBLA to make any changes or edits. Any changes or edits completed between February 20, 2024, and March 15, 2024, will be charged \$25 per change or edit in addition to any conference fees. This includes but is not limited to adding an attendee, adding or modifying competitive events registration, substituting attendees, etc. Dropping an attendee from registration will not be charged the \$25 fee; however, no refunds will be granted after the February 19, 2024, registration deadline, regardless of actual conference attendance. No changes can be made after March 15, 2024. Below are sample registration and modification scenarios.

Attendee	Change	Fees & Costs
Attendee 1	Add registration, add events	\$25 fee + Registration
Attendee 2	Change name or events	\$25 fee
Attendee 3	Drop event, delete registration	No fee, no refund provided

Chaperone Ratios and Requirements

A ratio of one adult for every ten (10) members is recommended. In the event your district has a different chaperone policy, your district's policy should be followed. When attending Iowa FBLA conferences and events, advisers must supervise their student members adequately. All advisers, chaperones, and guests must follow the Iowa FBLA code of conduct. Advisers are expected to attend all sessions.

Accommodations Request

Iowa FBLA meets the criteria specified in the Americans with Disabilities Act for all participants who submit a request through Blue Panda. FBLA will provide reasonable accommodations for competitors to enable equitable access to the competitive events program. For example, accommodations include wheelchair access, interpreter services, food allergies or restrictions, or IEP-determined accommodations for competitive events. The Accommodation Policy is in place to

- Provide reasonable accommodations to enable safe and responsible access to the program
- Recognize and facilitate the learning accommodation of students, including those with IEPs and Section 504 accommodations

FBLA recognizes the need to enable students whose first language is not English to have equitable access to the competitive events program. FBLA will provide reasonable accommodations, including translation services and interpreters, to those who submit a request through Blue Panda.