



FEC Regional Conference for Candidates, Parties & PACs

Hilton Austin
August 20 - 21, 2013
Austin, Texas

Conference Information

Who should attend?

- Treasurers and staff of the following who have responsibility for compliance with federal campaign finance laws:
 - **House and Senate Campaigns**
 - **National, State, District and Local Political Party Committees**
 - **Corporations**
 - **Trade Associations**
 - **Labor Organizations**
 - **Membership Organizations**
- Attorneys, accountants and consultants who have clients that are any of the above types of organizations
- Anyone who wants to gain in-depth knowledge of federal campaign finance law as it applies to the types of organizations listed above
- Anyone who wants to learn about recent changes resulting from legislation and litigation

How do I know which track I should sign up for?

Several of the workshops are divided into sections designed for campaign committees, party committees and corporate/labor/member/trade association PACs. You should choose the track that applies to the type of organization you represent. If you are still unsure which track to enroll in, please contact us for assistance at Conferences@fec.gov.

What is the schedule?

The agenda for the conference is attached.

I'm with a nonconnected committee – Can I come to this conference?

You may attend, but the content of this conference is not tailored to your type of organization. Nonconnected committees (i.e., those without a corporate or union sponsor, including those sponsored by partnerships) should contact the FEC at Conferences@fec.gov or call the FEC's Information Division at 1-800/424-9530 (Press 6) for recommendations regarding training.

Are there workshops for beginners?

Yes. The workshop entitled *Getting Started – Basics for Beginners* provides an overview of campaign finance law that is applicable to everyone and particularly beneficial to newcomers. Team workshops for each group offer basic information geared to that specific type of organization. Beginners also benefit from the chance to network with more experienced campaign finance law professionals and share ideas with each other.

How about someone who is a seasoned campaign finance law veteran – Does this conference fit their needs?

Yes. Advanced workshops are offered on topics such campaign activity by corporations, labor unions and others, and recent developments in campaign finance law. All of the workshops are updated regularly to ensure that attendees receive the very latest information. Moreover, FEC conferences offer an opportunity for both beginners and advanced attendees to network with one another, to share ideas and to learn from each other.

Are CLE credits (or continuing education credits) available?

The FEC has not applied in any state to be an official CLE (or CE) sponsor. In the past, however, attendees have applied on their own and received continuing education credits for their attendance at FEC conferences. Contact your state MCLE organization (or state board of accountancy, for accountants) for more information. Please contact us if you have further questions or need additional materials for your application.

Registration Information

What is the registration fee?

The registration fee is \$525 per attendee, which includes a \$30 nonrefundable transaction fee. A late charge of \$50 will be added for registrations received after 5 p.m. EDT, July 19, 2013. *A refund (minus the transaction fee) will be made for all cancellations received by July 19, 2013; no refund will be made for cancellations received after that date and time.* Note: Credit card payments will appear on your statement as paid to *Sylvester Management Corporation*.

How do I register?

The Austin conference is now sold out. Please call Sylvester Management at 800/246-7277 to be placed on the waiting list. Additionally, please visit the FEC's Educational Outreach webpage at <http://www.fec.gov/info/outreach.shtml> to view upcoming events and to sign up for email updates.

If you use an online form to register for a conference, the information you provide may be retained so that details about changes, upgrades, etc. may be communicated, where appropriate. Please see our Privacy Policy at <http://www.fec.gov/privacy.shtml> for more information.

Will you make an attendee list available?

We will include an attendee list in the notebooks provided to attendees at the conference. However, due to Privacy Act concerns, only those attendees who have signed and submitted a form granting their consent to share their contact information will be included on that list. The form will be sent to attendees after they register for the conference. If you would like to share your contact information with other attendees, please submit this form by Friday, August 2, 2013.

Logistics

Where is the conference being held?

The conference will be held at the Hilton Austin, 500 East 4th Street, Austin, Texas 78701. The hotel is located in the downtown entertainment district.

What hotel arrangements do I need to make?

Attendees are responsible for making their own hotel reservations. (Note: Please do not finalize your air reservations until you have received confirmation of your registration for the conference from our contractor, Sylvester Management Corporation.) A room rate of \$169 (for single or double occupancy) is available for hotel reservations made by July 19, 2013. To make your hotel reservations and reserve this group rate, please visit <https://resweb.passkey.com/go/2013FederalElectionCommission>. The hotel will charge the prevailing sales tax, currently 8.25%, and a hotel occupancy tax of 15%.

How do I get there?

The Austin-Bergstrom International Airport is located approximately 7 miles from the hotel.

- **By Car (driving from the Austin International Airport):**
Exit the airport and take Highway 71 west approximately 5.5 miles to I-35. Merge onto I-35 North and take exit 234C. Turn left at the first stop light (6th Street). Travel west on 6th street 4 blocks. Turn left onto Neches. The hotel is on the left on the corner of 5th & Neches. For a map, see the FEC's conference website.
- **By Taxi/Shuttle:**
Taxis from the Austin-Bergstrom International Airport to the hotel are approximately \$25 plus tax. Alternatively, there are a number of shuttle services available at the airport. Prices are approximately \$15 plus tax. For a complete list of shuttle companies, please see the FEC's conference website.

What should I wear?

While there is no formal dress code for our conferences, attendees typically wear business casual attire.

Additional Questions:

Conference Program: 1-800/424-9530 (press 6) or email Conferences@fec.gov

Conference Registration/Fees: 1-800/246-7277 or email Rosalyn@sylvestermanagement.com