



# *St. James African Methodist Episcopal Church*

*514 South Eleventh Street*

*Quincy, Florida 32351*

*(850) 627-6382*

*Reverend Tony O. Hannah, Pastor*

*The Church Where Everybody Is Somebody*



May 1, 2017

To: Presiding Elders, Pastors, Ministers, Delegates, District Officers, Component Ministries, Members and Friends of the Florida Annual Conference

Greetings:

The pastor, ministerial staff, and members of St. James African Methodist Episcopal Church (Quincy, Florida) are blessed to serve as your host for the 152nd Session of the Florida Annual Conference. The host site for the conference is Bethel AME Church located at 501 West Orange Avenue in Tallahassee, Florida.

Pre-conference activities will begin on August 27, 2017 with the Young People Department and on August 28 with the WMS Annual Day. The Annual Conference will open on Tuesday, August 29, 2017 and culminate on Friday, September 2, 2017. Working with the host site, we are committed to doing all we can to ensure an outstanding conference experience for all attendees.

The information included with this letter will help facilitate your plans to attend the conference and your stay in Tallahassee, Florida. Please read the enclosed information carefully and promptly respond so that we can ensure your hotel rooms, souvenir booklet ads, and other needs can be addressed as quickly as possible.

If you have any questions or need additional information, please feel free to contact me at (850) 524.1796, (850) 637.6382, or email to [stjamesameac2017@tds.net](mailto:stjamesameac2017@tds.net).

Thank you for your prayers and support.

Rev. Tony O. Hannah  
Pastor, St. James AME Church  
Quincy, Florida

**152nd SESSION OF THE FLORIDA ANNUAL CONFERENCE  
AUGUST 27, 2017 – SEPTEMBER 2, 2017**

St. James AME Church  
514 South Eleventh Street  
Quincy, Florida 32351  
Telephone: 850.524.1796  
Fax: 850.627.6152  
Email: [stjamesame@tds.net](mailto:stjamesame@tds.net)

HOTEL	HOTEL	TELEPHONE	CUT-OFF DATE
Doubletree by Hilton Tallahassee  101 South Adams Street Tallahassee, Florida 32301	Nightly Rate -\$111.00	Reservations: (1)-877.800.2652 <i>Reference group code FAC or mention Florida Annual Conference</i> (See web site below for online reservations ) Direct: 850.224.5000 Fax: 850.222.0108	Saturday, July 29, 2017

**Important Notes:**

- 25% off breakfast buffet/item vouchers will be provided upon check-in.
- Nightly rate does not include applicable state, municipal, or other taxes.
- To claim tax exempt status, documentation must be presented upon check-in or as reservations are made.

**Reservations:** Each guest must make his or her own reservation by calling (1)-877.800.2652 or booking at [www.TALLAHASSEE.DOUBLETREE.com](http://www.TALLAHASSEE.DOUBLETREE.com) no later than Saturday, July 29, 2017. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. When making reservations reference *group code FAC or mention Florida Annual Conference*.

**Cancelling Reservations:** If there is a need to cancel a reservation, it must be done 24 hours before 4:00PM local Hotel time (EST) of the guest's check-in date. Failure to cancel in this timeframe may result in the charge of one night's room fee plus any applicable taxes the guest's credit card.

**Parking:** Self-parking is included in the room rate. Valet parking is available at prevailing hotel vendor rates.

**Room Payment:** At the time of check-in, each guest will be required to present a major credit card whose brand is accepted by Hotel, on which Hotel may place a hold or process a prepayment in the amount of the guest's estimated charges.

**Early Departure:** All sleeping rooms shall be subject to an Early Departure Fee equal to one night's room rate, plus applicable fees, taxes and assessments.