

Proposal to Host _____ **ALAIR Annual Conference**
(year)

Institution: _____

Local Host: _____

Date of Conference: _____

Site of Conference: _____

List and description of facilities, activities and estimates of cost:

Food Costs for attendees (fill in by Executive Committee) \$ _____

Attach sample menus/estimates of costs

Printing/Postage/Miscellaneous/Entertainment costs: \$ _____

Costs for rooms and/or equipment: \$ _____

Lodging:

Location: _____

Description: _____

Cost: \$ _____

Conference Theme Suggestions:
