

## *Calendars*

Yearly  
State Conference  
Housing Information (SLC)  
National Conference

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## 2019-2020 Indiana FBLA-PBL Calendar

### July

18 State Committee Meeting

### September

8 State Officer/Executive Board Meeting  
 12 **Dropbox** Deadline for:  
     -Adviser Professional Development  
     Registration  
 19 Adviser Professional Development Day  
 19-20 IACTE Teacher Conference

### October

2 Officer Webinar  
 6 State Officer/Executive Board Meeting  
 15 Adviser Professional Development - Online  
 17 State Committee Meeting  
 20 **Dropbox** Deadline for:  
     -Fall Pacers Registration  
 20 **Postmark** Deadline for:  
     -Fall Pacers Check  
 20 **Receipt** Deadline for:  
     -Membership Registration (Dues)  
     and Payment to attend Fall Activities  
     and compete for Gold Seal Award

### November

6 Officer Webinar  
 10 State Officer/Executive Board Meeting  
 12 Pacers Fall Conference  
 15-16 IBEA Conference  
 19 Adviser Professional Development - Online

### December

1 **Dropbox** Deadline for:  
     -Intent to Attend SLC Form  
 4 Officer Webinar  
 8 State Officer/Executive Board Meeting  
 19 State Committee Meeting

### January

12 State Officer/Executive Board Meeting  
 15 Officer Webinar  
 21 Adviser Professional Development - Online  
 24 **Dropbox** Deadline for:  
     -Testing Release Form  
     -Special Needs Form  
 26 Snow Date State Officer Meeting  
 29 **Receipt** Deadline for:  
     -Membership Registration (Dues)  
     and Payment  
 31 **Dropbox** Deadline for:  
     -SLC Registration Form  
     -Hotel Registration Form  
     -Voting Delegates & Parade of Chapters  
     Form  
     -Competitive Event Form  
     -Competitive Event Entry Breakdown Form  
 31 **Postmark** Deadline for:  
     -Check for SLC Registration  
     & Hotel

### February

5 Officer Webinar  
 7 **Dropbox** Deadline for:  
     -Conference Registration Cancellation Form  
     -Statement of Assurance Forms  
 9 State Officer/Executive Board Meeting  
 10 **Dropbox** Deadline:  
     -Late SLC Registration Form  
 10 **Postmark** Deadline:  
     -Check for SLC Late Registration  
 11-15 Week of In-house Testing  
 15 **Postmark** Deadline for:  
     -SLC in-house testing  
 13 **Dropbox** Deadline for:  
     -Competitive Event Products  
     -No changes to projects after this date  
 14 **Dropbox** Deadline:  
     -for STN Number Form  
 16 Snow Date State Meeting  
 18 Adviser Professional Development - Online  
 20 State Committee Meeting  
 21 **Dropbox** Deadline for:  
     -Officer Application Form  
     -Intent to Run for National Office Form  
 23 SLC State Officer/Exec. Board Training Day  
 28 **Dropbox** Deadline for:  
     -Adviser of the Year Form  
     -Business Person of the Year Form

**March**

- 1 **Dropbox** Deadline for:  
-Community Serv. Project Form  
-March of Dimes Project Form
- 1 **Receipt** (Indiana) Deadline for:  
-Individual Achievement Awards  
-Membership Awards  
-Chapter Awards
- 1 Snow date for SLC State Officer Training Day
- 6 **Dropbox** Deadline for:  
-National Officer Application (prearranged)
- 13-15 FBLA-PBL State Leadership Conference
- 24 **Adviser Professional Development – Online  
for NLC Information**

**April**

- 15 **Dropbox** Deadline for:  
-State Executive Committee Applications
- 20 **Dropbox** Deadline for:  
-NLC Comp. Event Competitor Forms and  
Confirmation of Paid Registration  
(ONE PDF FILE per chapter)
- 21 **Adviser Professional Development - Online**
- 23 **State Committee Meeting**
- 27 **Dropbox** Deadline for:  
-All NLC prejudged items  
-National Officer Application (prearranged)
- 27-1 Week of In-house National Testing

**May**

- 20 **Online** Deadline for:  
-Early Bird Registration for NLC

**June**

- 3-4 Tentative State Officer/Executive Board  
Training
- 24-27 PBL Nationals – Salt Lake City, Utah
- 29- July 2 FBLA Nationals – Salt Lake City, Utah

2019-2020 FBLA State Conference Calendar

October 20	<b>Receipt Deadline for:</b> -Dues to compete for Gold Seal Chapter at national level
December 1	<b>Dropbox Deadline for:</b> -Intent to Attend SLC Form
January 24	<b>Dropbox Deadline for:</b> -Testing Release Form -Special Needs Form
29	<b>Receipt Deadline for:</b> -Membership Registration (Dues) and Payment
31	<b>Dropbox Deadline for:</b> -SLC Registration Form -Hotel Registration Form -Voting Delegates and Parade of Chapters Form -Competitive Event Form -Competitive Event Entry Breakdown Form <b>Postmark Deadline for:</b> -Check for SLC Registration and Hotel Rooms
February 7	<b>Dropbox Deadline for:</b> -Conference Registration Cancellation Form -Statement of Assurances <b>3D Animation</b> <b>Digital Video</b>
10	<b>Dropbox Deadline for:</b> -Late SLC Registration <b>Postmark Deadline for:</b> -Check for SLC Late Registration
11-15	Week of In-House Computer Testing <b>15<sup>th</sup> - Postmark Deadline for:</b> -In-house Computer Tests <b>Computer Applications</b> <b>Database Design &amp; Applications</b> <b>Spreadsheet Applications</b> <b>Word Processing</b>
13	<b>Dropbox Deadline for:</b> -Competitive Event Products <b>American Enterprise Report</b> <b>Business Financial Plan</b> <b>Business Plan</b> <b>Community Service Report</b> <b>Future Business Leader</b> <b>Job Interview</b> <b>Local Chapter Annual Business Report</b> <b>Partnership with Business Report</b> <b>Scholarship</b> <b>Who's Who</b> ***No changes to Competitive Event Products with URLs
14	<b>Dropbox Deadline for:</b> -STN Member Form
21	<b>Dropbox Deadline for:</b> -Officer Application Form -Intent to Run for National Office Form
28	<b>Dropbox Deadline for:</b> -Adviser of the Year Form -Business Person of the Year Form
March 1	<b>Dropbox Deadline for:</b> -Community Service Project Form -March of Dimes Project Form <b>Receipt (Indiana) Deadline for:</b> -Individual Achievement Awards -Membership Awards -Chapter Awards
6	<b>Dropbox Deadline for:</b> -National Officer Application (prearranged)

# SLC Hotel Information

Before completing the form, read the following information carefully.

Conference room rate per room per night will be as follows.

Single - Double - Triple – Quad - all will be:

2020 - **\$183.00** total per room per night (Subject to change)

## Preconference Information:

- A late fee of \$50 per night per room will be invoiced for all late hotel registration forms and hotel payments.
- All conference attendees must stay at the SLC conference hotel(s).
- All conference hotel rooms must be booked through FBLA-PBL Indiana Chapter using the state handbook form system.

## Conference Information:

- Arrive no earlier than 11:00 A.M for the conference.
- Upon arrival, a state officer(s) will greet you and your group to give out important information and help with luggage storage. Please remember that room availability depends on occupancy of the hotel prior to our conference.
- All hotel room check-in and distribution of room keys will be done through the FBLA State Committee.
- The adviser must check out and turn in keys. You ***MIGHT*** be able to wait until after the Awards Program to vacate rooms, but be sure and check with the front desk.

**2019-2020 FBLA National Conference Calendar**

<b>January 29</b>	<b>Receipt Deadline for:</b> -Membership Registration (Dues) and Payment
<b>February 21</b>	<b>Dropbox Deadline for:</b> -Intent to Run for National Office Form
<b>March 6</b>	<b>Dropbox Deadline for:</b> -National Officer Application (prearranged)
<b>April 20</b>	<b>Dropbox Deadline for:</b> -NLC Competitive Events Competitor Forms and Confirmation of Paid Registration. <b>ONE PDF FILE per chapter</b>
<b>27</b>	<b>Dropbox Deadline for:</b> -All NLC prejudged items <b>3D Animation</b> <b>American Enterprise Project</b> <b>Business Financial Plan</b> <b>Business Plan</b> <b>Community Service Project</b> <b>Digital Video Production</b> <b>Future Business Leader</b> <b>Job Interview</b> <b>Local Chapter Annual Business Report</b> <b>Partnership with Business Project</b> -National Officer Application (prearranged)
<b>April 27 – May 1</b>	Week of In-House Computer Testing <b>1<sup>st</sup> - Postmark Deadline for:</b> -In-house Computer Tests <b>Computer Applications</b> <b>Database Design &amp; Applications</b> <b>Spreadsheet Applications</b> <b>Word Processing</b>
<b>May 20</b>	<b>Online Deadline for:</b> -Early Bird Registration for NLC
<b>June 29 – July 2</b>	<b>FBLA Nationals – Salt Lake City, Utah</b>