

GENERAL EVENT INFO

THE FLORIDA HOTEL CONFERENCE CENTER
1500 SAND LAKE RD
ORLANDO, FL 32809

2025 Air Force Contracting Summit

April 14 - 15, 2025

The Florida Hotel Conference Center
Orlando, FL

WELCOME NOTE

We look forward to your in-person participation in the **2025 Air Force Contracting Summit** at The Florida Hotel & Conference Center. In preparation for this event, please thoroughly review the following information.

EVENT VENUE

The Florida Hotel & Conference Center

1500 Sand Lake Rd

Orlando, FL 32809

www.thefloridahotelorlando.com

See Lodging Details on Page 3.

GENERAL SCHEDULE

Sunday, April 13, 2025

3:00 PM – 5:00 PM: Exhibit Move-In

Monday, April 14, 2025

6:30 AM – 7:30 AM: Exhibit Move-In

7:30 AM – 8:30 AM: Networking Breakfast with Exhibitors

7:30 AM – 8:30 AM: In-Person Matchmaking Sign-Up

8:30 AM – 10:30 AM: Morning General Sessions

10:30 AM – 10:50 AM: Coffee Break / Networking with Sponsors & Exhibitors

10:50 AM – 12:00 PM: Morning General Sessions

12:00 PM – 1:00 PM: Networking Lunch with Sponsors & Exhibitors

1:00 PM – 3:30 PM: Afternoon General Sessions

3:30 PM – 5:00 PM: Networking with Sponsors & Exhibitors

3:30 PM – 5:00 PM: Matchmaking Session I

5:00 PM – 7:00 PM: VIP Networking Reception

(Reception access included for Speakers, Sponsors, Exhibitors, VIP Attendees only.)

Tuesday, April 15, 2025

7:30 AM – 8:30 AM: Networking Breakfast with Exhibitors

7:30 AM – 8:30 AM: In-Person Matchmaking Sign-Up

8:30 AM – 10:15 AM: Morning General Sessions

10:15 AM – 10:30 AM: Networking Break with Sponsors & Exhibitors

10:30 AM – 12:00 PM: Morning General Sessions

12:00 PM – 12:30 PM: Networking with Sponsors & Exhibitors

12:30 PM – 1:30 PM: Matchmaking Session II

12:30 PM: Exhibit Move-Out

*Schedule subject to change.

CHANGES, TRANSFERS & CREDIT REQUESTS

Event credit requests must be submitted no less than (10) days prior to Day 1 of the Summit. Event Credit Requests will not be approved after this date. Please submit attendee transfer requests before March 31. Email all requests to events@usdlf.org.

LODGING RECOMMENDATION

The Florida Hotel & Conference Center

1500 Sand Lake Rd, Orlando, FL 32809

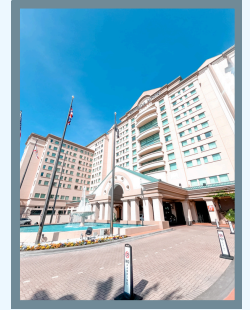
Room Block Details:

Rate: Deluxe Room, \$138/night

Dates: 04/13/25 to 04/16/25.

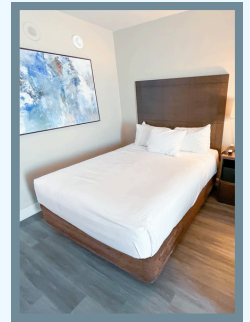
Group Name: Air Force Contracting Summit

To book, use [this link](#) or call the Reservations team at 800-588-4656.



The **Florida Hotel and Conference Center** has a service charge of \$23.00 per day (waived for this group). This service charge includes the following amenities:

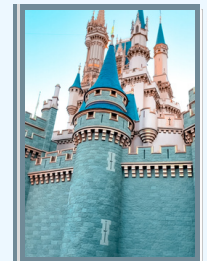
- Unlimited In-Room High-Speed Internet
- Two (2) bottles of water upon arrival (replenished daily)
- Key accessible gated parking
- 24-hour access to our state of the art Fitness Center
- 24-hour access to our Business Center Kiosk



When making reservations by phone guests should identify themselves as attendees of the Air Force Contracting Summit. Individual reservations must be guaranteed with a credit card at the time of booking. A deposit of one night's room and tax will be charged to the credit card five (5) days prior to arrival. The rate can be extended three days pre and post of the room block.

EXTEND YOUR STAY AND EXPLORE ORLANDO

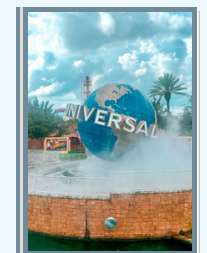
Orlando isn't just a hub for business—it's also a world-renowned destination for entertainment and adventure. If you're planning to stay a bit longer, you'll have plenty of exciting options to explore. Whether you're looking to visit one of the iconic theme parks, discover local attractions, or simply unwind in the vibrant city, Orlando has something for everyone.



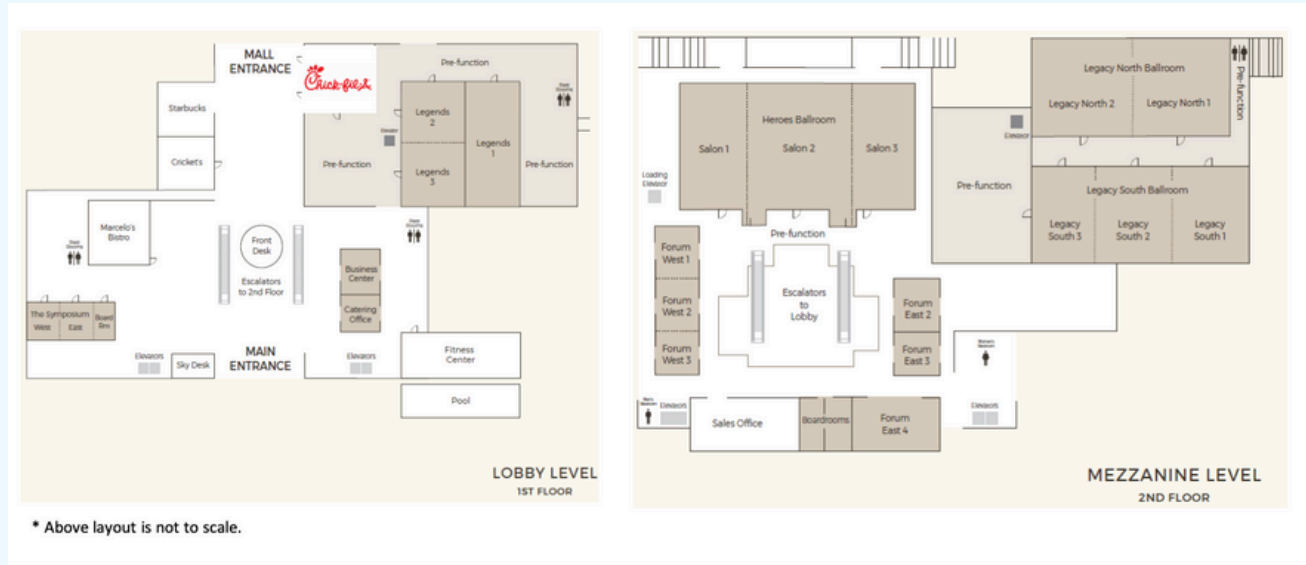
As the theme park capital of the world—home to **Walt Disney World**, **Universal Studios**, and more—Orlando is a symbol of wonder, imagination, and nonstop thrills. For those who wish to extend their trip and experience the magic of Orlando's theme parks, we are happy to connect you with a professional travel advisor. They can assist with booking tickets, accommodations, and creating an itinerary tailored to your interests, so you can make the most of your extended stay.



Let us know if you'd like more information or assistance in planning your adventure! Email us at events@usdlf.org and we'll have an agent contact you directly.



GENERAL VENUE FLOOR PLANS



THE FLORIDA HOTEL & CONFERENCE CENTER ADDITIONAL INFORMATION:

Guest Rooms: All guest rooms have high-speed internet access (wireless and hard wired for security), a large working desk with a task lamp, flat-screen television with in-room movies, Web TV, iron and board, refrigerator, microwave, Keurig coffee maker and hair dryer. Our Deluxe Rooms are available with one King or two Queen beds.

Fitness Center/Pool: Our state of the art fitness center offers a great workout with peloton bike, while our tropically heated pool and whirlpool offer fantastic relaxation.

Business Center Kiosk: Access to computers and printers is available for your convenience

Restaurants/Bar: Enjoy convenient dining at Marcelo's Bistro, located in the hotel lobby. Marcelo's is open daily with a deluxe breakfast buffet, lunch with our Chef's selected menu, and dinner offering dining selections ranging from fresh salads to grilled steaks and seafood.

- Breakfast Buffet: 7:00 A.M. to 11:00 A.M.
- Lunch : 11:00 A.M. to 2:00PM
- Dinner 5 P.M. to 10 P.M

You can also Kick back and watch your favorite team on our flat panel TV's at our **Cricket's Bar and Lounge**, while enjoying a cold drink. Cricket's is open everyday 5 pm to midnight. **Starbucks** located in our lobby offers fresh selections of pastries and coffee daily or **Chick-fil-A** , located in our lobby with selections of sandwiches and salads.

Florida Mall Shopping and Dining: Our Lobby opens into the Florida Mall, Central Florida's largest shopping mall, featuring 253 department and specialty stores, 6 anchor stores included: Macy's , Dillard's , H&M, American Girl, JC Penney, Crayola Experience, with full service restaurants.

Check-in/check-out: Guests may check into the Hotel after 4:00 pm; Guest checkout is prior to 11 AM.

Transportation: We are conveniently located 6 miles from the Orlando International Airport. There are taxi and shuttle services available on Level 1. Transportation rates average \$35.00 roundtrip, per person. Uber or Lyft are also available.

*Above information and pricing are subject to change without notice.