

POLICY – 7	Conference
Rotation	District Conference shall be held annually <ul style="list-style-type: none"> • Bids shall be sought from all clubs in District Fifteen. • The Board of Directors shall decide on Conference venues three (3) years in advance.
Date	The annual District Conference will be held on the first weekend of May, commencement date 1998.
Bid for Conference	Clubs are invited to make a Conference bid supported by detailed information on Conference and accommodation capacities and suitability of facilities including cost projections by 31 August of any year.
Venue	It is recommended that, where possible, Conference venues have adequate facilities and accommodation under one roof and that the Conference Chairperson and District Governor should negotiate the best possible prices for all rooms and facilities.
Confirmation by District Board	Conference venues will be confirmed at the mid-year Board meeting and announced at the following Conference.
Unforeseen cancellation	Should unforeseen circumstances force the cancellation of any Conference venue, the District Governor, in conjunction with the Governor – Elect, shall select and confirm a venue from those already scheduled for later years.
Conference Chairperson	The Conference Chairperson is appointed by the District Governor and approved by the Board of Directors.
Conference Rules	Conference rules shall be approved by the Board of Directors at the pre-Conference Board meeting and presented at the first Conference business session.

