



33RD IAJGS INTERNATIONAL CONFERENCE ON JEWISH GENEALOGY WWW.IAJGS.ORG

August 4-9, 2013 Co-hosted by the International Association of Jewish Genealogical Societies and the Jewish Genealogical Society of Greater Boston

BOF APPLICATION FOR 33rd IAJGS INTERNATIONAL CONFERENCE ON JEWISH GENEALOGY BOF MEETING AND SHARE (SIG/BOF) FAIR REQUESTS

We hope you will participate in the 33rd IAJGS International Conference on Jewish Genealogy located in Boston, Massachusetts, from August 4-9, 2013!

The Conference will provide opportunities for BOFs to share information with individuals who are researching the same areas. As in the past, standard time slots of 1 hour 15 minutes are available for BOF meetings and participation in the Conference SHARE Fair (SIG-BOF Fair) at no additional charge. While many BOFs have regions that may be covered during a SIG time block, it is critical that the BOF leadership submit their application for a time slot as soon as possible.

This BOF application allows the Conference Program Committee to better support programming and BOF requests. Please send your completed application no later than February 25, 2013 as an email attachment to SIGandBOF@iajgs2013.org. Decisions for BOF's requested date and time assignments for events will be made based on date and time of receipt of this completed application as well as on scheduling demands. BOFs will be notified of their requested event scheduling by April 15, 2013.

The Program Committee will try to schedule most of the BOF meetings during the early morning or late afternoon slots in an attempt to avoid conflicts with other BOFs and/or SIGs from your area of interest, but we cannot guarantee that there will be no conflict. Assignments will be on a **“first come, first served basis”**. (Note that the Conference does not provide Audio-Visual or computer equipment for BOF meetings.)

Please email this completed form to SIGandBOF@iajgs2013.org no later than February 25, 2013!

PLANNED CONFERENCE DAILY SCHEDULE

Breakfast with Experts: 7:00-8:15AM Lunch: 12:30-2:00PM Evening Programs Start: 7:00 or 7:30PM

Six Program Sessions per day; Sunday through Thursday:

8:15-9:30AM, 9:45-11:00AM, 11:15AM-12:30PM, 2:00-3:15PM, 3:30-4:45PM, and 5:00-6:15PM

Three Program Sessions on Friday: 8:15-9:30AM, 9:45-11:00AM, 11:15AM-12:30PM

NAME OF BOF: _____

In order to assess your needs and interests, please complete the following:

Will your BOF meet during this Conference? **yes** **no**

Does your BOF want meeting space? **yes** **no**

Does your BOF want to participate in the Sunday SHARE Fair (SIG-BOF Fair)? **yes** **no**

Please fill in all pertinent Parts of this form and email it to sigandbof@iajgs2013.org as soon as possible and before February 25, 2013. If “no” to all of the above questions, please skip to and complete Part III and email this form no later than February 25, 2013.

PART I: PREFERRED MEETING TIMES

Enter 1st, 2nd, and 3rd choices and denote AM or PM in the boxes below:

	Sun. 8/4	Mon. 8/5	Tue. 8/6	Wed. 8/7	Thur. 8/8	Estimate Number of Participants
Membership Meeting	AM	AM	AM	AM	AM	
	PM	PM	PM	PM	PM	

The Conference Program Committee will make every effort to avoid scheduling conflicts with other SIGs/BOFs from your area of interest, but we cannot guarantee that this will happen. Please indicate any scheduling preferences relative to other meetings that may be held at the conference. (For example, a BOF may prefer to meet on the same day as a SIG for the area where the BOF’s town is located or another BOF or not be scheduled to conflict with another SIG or BOF.)

We prefer to be scheduled as closely as possible to: _____

We prefer NOT to be scheduled at the same time as: _____

PART II: SHARE FAIR (SIG-BOF FAIR):

We hope you will participate in this year’s SHARE Fair, which will be held Sunday, August 4th from 1:30PM to 5:00PM. This free Fair will provide opportunities to share your specialized information and expertise about your area of research, especially to newcomers who seek mentors and kinship in their genealogical quests. The Conference and Boston Park Plaza Hotel will provide one draped 6-foot table with 2 chairs, WiFi internet access, easels to post maps, etc. for the registered BOFs. (The hotel does not allow taping or pinning anything to their walls.) BOFs should be able to set up their tables 1 hour before the Fair starts. At the end of the Fair, BOFs must remove their materials and vacate the hall by 5:30PM. BOF tables and their locations will be assigned. BOFs will need to provide their own signage, handouts, sign-up sheets, buttons, stickers, T-shirts, etc.

Would you like to be located near a particular SIG or BOF?: Name(s) _____

If available, would you like: ___ electrical outlet (\$80 to connect)
 ___ wired high-speed Internet access (cost to be determined)
 ___ easel?

If you require additional setup or materials, please indicate what you would ideally like to have (there may be a fee for any additional setup/materials):

PART III: CONTACT INFORMATION AND AGREEMENT

Based on previous experiences at IAJGS conferences, what suggestions/requests do you have that have not been addressed in this application? Please specify here or attach a separate page: _____

Please provide the name and title of the individual authorized to submit this application on behalf of the BOF, as well as contact information:

NAME: _____

TITLE: _____

E-MAIL ADDRESS: _____

PHONE NUMBER: _____ CELL PHONE _____

URL FOR YOUR WEBSITE: _____

By putting an "X" in the box, you are affirming that you are authorized to submit this application on behalf of your BOF.

Questions? Please contact Nancy Adelson, IAJGS Boston Conference Program Co-chair and SIG/BOF Coordinator at SIGandBOF@iajgs2013.org.

Please submit your completed application by February 25, 2013 to sigandbof@iajgs2013.org.

Thank you,

Look forward to seeing you in Boston!

Nancy Adelson

**33rd IAJGS INTERNATIONAL CONFERENCE ON JEWISH GENEALOGY
Program Co-chair and SIG/BOF Coordinator**

Email: SIGandBOF@iajgs2013.org

Conference website: www.iajgs2013.org

Note: By completing Part III and signing below, your BOF accepts the terms of sponsorship as outlined and will assume responsibility for coordination and any expenses outside of those listed herein.

AUTHORIZED SIGNATURE (Sign electronically or by hand):

_____ Date _____