

2nd Annual TRIAL ADVOCACY SKILLS WORKSHOP: The 2nd Annual Trial Advocacy Skills Workshop will be held on Friday, July 26 from 8:00 am – 5:00 pm. This will be an intensive workshop with an outstanding faculty of judges. Some advanced preparation is required. **SEPARATE REGISTRATION IS REQUIRED FOR THIS WORKSHOP. SPACE IS LIMITED. THE FIRST TO REGISTER AND PAY FOR THIS WORKSHOP WILL BE ADMITTED. COST IS \$175. PLEASE SEE SEPARATE REGISTRATION FORM.**

HOTEL RESERVATIONS: Rooms are held at Crystal Mountain, and reservations can be made online or by phone. Please follow the instructions on the attached Lodging Reservation Form or call 855-520-2974 and reference group code 4618J1. Our group name is the **Federal Bar Association**. Rooms will be held until JUNE 25, 2019. Please note that after the cut-off date of JUNE 25, 2019 you will have to book your room based on availability, and you may not get the seminar room rate.

SEMINAR REGISTRATION FEES: AGAIN - we are pleased to announce **NO INCREASE** in seminar fees. The conference fee is **\$295.00 for attorneys and \$245.00 for all others**. A \$50.00 late fee will be charged to all reservations received on or after July 1, 2018. The conference fee is waived for judicial law clerks, judges, and conference speakers.

GOLF EVENT: Tee times have been reserved at the Mountain Ridge course at Crystal Mountain. Cost for 18 holes is \$110.00 per person, and includes greens fees and cart.

SEMINAR CANCELLATION POLICY: Notice of cancellation received **before** July 1, 2018, will result in a full seminar registration refund; cancellations received on July 1, 2018 through July 10, 2018 will result in a full refund less \$120.00. For cancellations received after July 10, 2018 no refund will be given.

SEMINAR MATERIALS COSTS: All materials will be available at no charge by download in advance of the conference.

CONFERENCE ATTIRE: Casual. EXCEPT Trial Advocacy Skills Workshop requires courtroom attire.

SATURDAY DINNER: There will be a picnic dinner at Crystal Mountain on Saturday evening. Cost is \$35/person.

LEATHER FOLIO: You may purchase a leather folio with a debossed imprint of the FBA logo on the cover for a cost of \$35. You must pre-order.

HOW DO I REGISTER FOR THE SEMINAR AND TRIAL ADVOCACY SKILLS WORKSHOP? Mail your REGISTRATION & CHECK PAYABLE TO THE “FBA” to Federal Bar Association, c/o Michelle M. Wilson, U.S. Trustee’s Office, 125 Ottawa Ave. NW, Suite 200R, Grand Rapids, MI 49503. In an effort to eliminate PayPal fees and reduce the administrative burden on the seminar co-chairs, online registration is not available this year.

QUESTIONS: Contact Michelle Wilson at michelle.m.wilson@usdoj.gov or (616) 456-2002 x. 119, or Todd Almassian, talmassian@kalawgr.com or (616) 364-2100.



CRYSTAL MOUNTAIN ACCOMMODATIONS

Our accommodations offer a unique guest experience with a variety of different lodging options, and conveniently allow houseguests to take advantage of our [houseguest perks](#) during their stay. All accommodations are non-smoking, and feature daily stay-over service, air conditioning, satellite television, coffee maker, video player, hairdryer, iron, and ironing board. Please visit our [Lodging and Package Details](#), and [Resort Map](#) for more information.

Studio Room, Hotel and Suite Options

[PINEHURST STUDIO ROOMS](#) ~ Studio Rooms are nestled among the pines and situated along the 9th fairway of our Betsie Valley golf course. Pinehurst offer a convenient location near Kinlochen and the Buck Quad chairlift, while remaining only a short distance from the village core. ~ Lodging Amenities • Sleeps 2 guests • One queen bed • Private bath with jetted tub in select units • Efficiency kitchen • Two-story building with exterior doorways • No elevator

[HAMLET HOTEL](#) OR [CRYSTAL COLONY HOTEL](#) ~ Hotel accommodations are conveniently located in the heart of the resort near the Kinlochen and Crystal Spa, and just a short distance away from the slopes, Park at Water's Edge, and the Crystal Conference Center. ~ Lodging Amenities • Sleeps up to 4 guests • Two queen beds OR one queen bed and one queen Murphy bed • One bath with jetted tub in select units • Efficiency kitchen • Community ice machine available in building • Two or three-story building with interior hallways • No elevator • luggage service available at Front Desk

[INN AT THE MOUNTAIN HOTEL](#) ~ Inn Guestrooms are located in the heart of the village core, next to the Crystal Conference Center, between the Park at Water's Edge Outdoor Pool and Barr Park, and just steps away from the ski slopes. Inn at the Mountain is home to a new coffee shop/wine bar, and to a specialty market featuring fresh and prepared food. ~Lodging Amenities • Sleeps 2-4 guests • Two queen beds OR one king bed • Luxury bathrooms with heated tile floors • Mini refrigerator and coffee maker • Electronic work station with voice and data ports • Private outdoor balcony in most units • Community ice machine, washer, and dryer available in building • Three-story building with interior hallways • Has an elevator, and access to the 4th floor Rooftop Terrace.

[INN AT THE MOUNTAIN LEGACY SUITES](#) ~ Suites are located in the heart of the village core, next to the Crystal Conference Center, and between the Park at Water's Edge Outdoor Pool and Barr Park, just steps away from the ski slopes. Inn at the Mountain is home to a new coffee shop/wine bar and to a specialty market featuring fresh and prepared food. ~ Lodging Amenities • Sleeps up to 4 guests • King bed and one queen sofa sleeper • One private bathroom • Mini refrigerator and coffee maker • Electronic work station with voice and data ports • Private outdoor patio • Community ice machine, washer, and dryer available in building • Has an elevator, and access to the 4th floor Rooftop Terrace • *Barrier free accommodations upon request*

[INN AT THE MOUNTAIN SUITES](#) ~ Suites are located in the heart of the village core, next to the Crystal Conference Center, across from the Park at Water's Edge Outdoor Pool and close to the slopes. ~ Lodging Amenities • Sleeps up to 4 guests • Private bedroom with king bed • One queen Murphy bed in living area • Private bath with jetted tub for two • Efficiency kitchen • Electronic work station with voice and data ports • Private outdoor balcony • Community ice machine, washer, and dryer available in building • Two-story building with interior hallways • Has an elevator • *Barrier free accommodations upon request*

1-5 Bedroom Condo Options

INN AT THE MOUNTAIN ~ One bedroom condos are located in the heart of the village core, next to the Crystal Conference Center, and between the Park at Water's Edge Outdoor Pool and Barr Park, just steps away from the ski slopes. Inn at the Mountain is home to a new coffee shop/wine bar, and to a specialty market featuring fresh and prepared food. ~ Lodging Amenities • Sleeps up to 2 guests • Private bedroom with king Bed • Bunkette with television (designed for one child) • One private luxury bathroom with heated tile floor • Full kitchen with dining area, and living room with fireplace • Private outdoor balcony • Community ice machine, washer, and dryer available in building • Three-story building with interior hallways • Has an elevator, and access to the 4th floor Rooftop Terrace. • *Barrier free accommodations upon request*

PINEHURST ~ One, two, or three bedroom Condos nestled among the pines, and situated along the 9th fairway of our Betsie Valley golf course. Pinehurst boasts beautiful views, and offers a convenient location near Kinlochen and the Buck Quad chairlift, while remaining only a short distance from the village core. ~ Lodging Amenities • Sleeps 4-6 guests • Unit layout and bedding configuration varies • 1 or 2 baths • Full kitchen and dining area • Living room with fireplace • Two-story building with exterior doorways • No elevator

WINTERGREEN ~ One, two, or three bedroom condos are beautifully situated along our Betsie Valley golf course, and just steps away from the Park at Water's Edge Outdoor Pool, within walking distance to the Crystal Conference Center and the slopes. ~ Lodging Amenities • Sleeps 4-8 guests • Unit layout and bedding configuration varies • 1 or 2 baths • Full kitchen and dining area • Living room with fireplace • Private outdoor patio or deck • Washer and dryer in select units • Two-story building with exterior doorways • No elevator

KINLOCHEN ~ One, two, or three bedroom condos are located just steps from the slopes and the first tee of the Betsie Valley golf course. Kinlochen is home to the Thistle Pub & Grille and the Pro Shop/Nordic Center. ~ Lodging Amenities • Sleeps 6-10 guests • Unit layout and bedding configuration varies • 1 or 2 baths • Full kitchen with dining area • Living room with fireplace • May have a private outdoor deck • Community ice machine, washer, and dryer available in building • Three-story building with interior hallways • Has an elevator

MOUNTAINTOP ~ Two bedroom accommodations, with breathtaking panoramic views, and ski-in/ski-out convenience in select units, are perched on the top of Crystal Mountain, overlooking the beautiful Betsie River Valley and beyond. ~ Lodging Amenities • Sleeps 8-12 guests • Master bedroom with king bed • Unit layout and bedding configuration varies • Master bath with jetted tub for two • 1 1/2 guest baths • Full kitchen and dining area • Living room with fireplace • Washer and dryer • Walkout deck • Summer private outdoor pool • Three-story building with exterior doorways • No elevator

MOUNTAINSIDE ~ Located on the side of Crystal Mountain, our four and five bedroom condos are nestled on our Mountain Ridge or Betsie Valley golf courses. These accommodations are perfect for your family retreat. ~ Lodging Amenities • Sleeps 9-14 guests • Unit layout and bedding configuration varies • Master suite with king bed and jetted tub • 2 or 3 guest baths • Full kitchen and dining area • Living room with fireplace • Walkout deck • Gas grill available in the summer • May have a washer and dryer • Two or three-story building with exterior doorways • No elevator.

2-4 Bedroom Stand Alone Home Options

COTTAGES AT WATER'S EDGE ~ This unique neighborhood offers two and three bedroom cottages surrounded by gently flowing streams and waterscapes, just steps away from the slopes, Park at Water's Edge, and Crystal Conference Center. ~ Lodging Amenities • Sleeps 6-9 guests • Master bedroom with king bed • Unit layout and bedding configuration varies • 1 or 2 baths • Full kitchen and dining area • Living room with gas-log fireplace or gas woodstove • Screened porch and sun deck • Washer and dryer • 1 3/4 or 2 baths • One or two-story building with exterior doorways • No elevator

BUNGALOWS AT CRYSTAL GLEN ~ Three and four bedroom Bungalow residences are located at the base of the slopes, and just steps away from Crystal Spa, Peak Pool and Fitness Center, Kinlochen, and the Lodge. ~ Lodging Amenities • Sleeps 9-10 guests • Master bedroom with king bed • Unit layout and bedding configuration varies • 2 or 2 3/4 baths • Full kitchen and dining area • Living room with fireplace • Walkout deck • Washer and dryer • Two-story building with exterior doorways • No elevator

RESORT HOMES ~ Three and four bedroom private Resort Homes are furnished with all you need for the perfect retreat. Accommodations are located a short drive to the slopes, golf courses, and Park at Water's Edge outdoor pool. ~ Lodging Amenities • Sleeps 8-16 guests • Unit layout and bedding configuration varies • 2 or 3 baths • Full kitchen and dining area • Living room with fireplace • Accommodations may have a deck • One to three-story building with exterior doorways • No elevator • *Wireless internet is only available in select resort homes*



Group Name: Federal Bar Association

Group #: 4618J1

Issued: 10/29/18

Dates: July 25, 2019-July 28, 2019

Reservations may be made by calling 1-855-520-2974, by utilizing this form or by booking online at [Book Online Here](#). This is a direct link to the Crystal Mountain online booking system with your group code. If the group code (4618J1) does not populate into the online booking system form automatically, it is possible your organization's security settings may be blocking this. In this case, after you click the link and get to the online booking system, you may need to click on the "Have a Special Code?" link and key in your group code (4618J1) manually to view the selections for your group.

Reservations must be made by **June 25, 2019**, reservations received after this date will be taken on a space-available basis and at the prevailing discounted rate. If room type requested is not available, the next available room type and rate will be confirmed. Crystal Mountain does its best to accommodate requests, however cannot guarantee specific rooms/units. Please inquire with reservation staff for additional unit types available beyond those listed.

Check-in: 5:00pm

Check-out: 11:00am

Room	Single/Double Rate	Single/Quad Rate	Indicate 1 st & 2 nd Choice
Studio / Hotel Room (one or two beds)	\$229		
Inn Suite	\$299		
One Bedroom Condo	\$359		
One Bedroom Kinloch	\$469		
Two Bedroom Condo		\$469	

*Quoted rates are subject to 6% state tax, 2% local assessment and 9% service fee.

Package Includes: Lodging Only (per unit, per night)

- Up to 2 children ages 17 & under sleep free when occupying same room with 1 paying adult.
- There is a \$20.00 plus tax, per person, per night charge for additional adults above the quoted occupancy.**
- Credit card imprint is required at check-in for all guests.

Deposit / Cancellation Policy: A deposit equal to the first night's lodging is required with each reservation. Please make check or money order payable to Crystal Mountain or include a credit card number below. Do not send cash. Deposit is fully refundable, less a \$10 administrative fee if cancellation or modification occurs at least 7 days prior to your arrival date. Deposits are non-refundable if the cancellation occurs within 7 days of arrival. Modifications to your reservation including changing dates or reducing the length of your stay will result in a charge equal to one night's stay. **No refund on unused portion of package stays.**

Group #: 4618J1

Please Print

Arrival Date: _____ Departure Date: _____ Number of: _____ Adults in Party: _____ Children 17 & under: _____

Mr. Mrs. Ms. Dr. (circle one): Name : _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone #: _____ (Home)

E-mail Address: _____ (Work)

Conference attendees sharing same room: _____

Special requests: (handicap accessible, etc.): _____

Would you like to be contacted for lesson, recreation, tee time or spa reservations? Yes _____ No _____

Signature: _____ Date: _____

Tax exempt individual: If your agency is tax exempt you may qualify for exemption from the 6% state use tax; reservations are not exempt from the 9% service fee or the 2% assessment. To qualify for exemption please complete the [tax exempt form](#) and provide any required documentation. Reservations must be paid with agency funds. If an agency credit card is being used for payment, a [credit card authorization form](#) must be completed. In addition we must receive a legible copy of the credit card showing the last 4 digits of the card and the agency name. For your convenience [Tax Exempt Instructions](#) are included to provide the specific requirements and where to send your documents. (Personal funds or cash do not qualify for tax exemption)

_____ Agency check enclosed.

_____ Agency credit card completed below (MUST include credit card authorization form).

_____ Please use my personal credit card to guarantee the reservation. Payment with agency funds will be provided prior to arrival.

AUTHORIZATION NOTE: I authorize and acknowledge that all of the charges below will be processed to my payment card as detailed above. (Due to PCI compliance; we can only accept the last 4 digits of the credit card by e-mail- once the reservation is set up a Reservation Agent will call you for the Credit card information).

Credit Card #: _____ Expiration Date: ____/____/____ Billing Zip Code: _____

Agency or individuals name as it appears on Card: _____
(Agency credit card or copy MUST be presented upon check in)

Please contact Reservations with any questions at 1-855-520-2974. The information can be provided in the following ways:

Mail to: Crystal Mountain Resort Reservations
12500 Crystal Mountain Drive
Thompsonville, MI 49683

Fax to: 231-378-4879

Email to: reservations@crystallmountain.com