



**Donald S. Freeman Jr. ACOM Conference Scholarship**  
***Supporting Continued Excellence in Convention Services***  
***Note November 13 deadline for applications!***

**Who We Are**

The Association for Convention Operations Management is dedicated to advancing the practice of convention services management in the meetings industry, and to preparing convention service manager professionals for their critical role in the growth and success of their organizations.

ACOM members hold many positions in Convention & Visitor Bureaus, Convention Centers, Conference Centers, Hotels and Resorts. Some of these include:

- Convention Service Coordinators, Managers and Directors
- Housing Managers
- Operations Managers, Directors
- Event Service Coordinators
- Directors of Convention/Trade Shows
- Catering Managers and Directors
- Decorator Management Companies

**Conference Scholarship Opportunity**

ACOM hosts its Annual Conference each January, just prior to the Professional Convention Management Association Conference. In an effort to support students studying in the hospitality management field, we are hosting a scholarship program, made possible by a generous sponsorship from Freeman, a leading nationwide services contractor, wherein a student will be selected to attend the Conference on a complimentary basis and to help contribute to on-site meeting management tasks. Travel reimbursement is included within set parameters.

This scholarship experience will give students an opportunity to see first-hand the inner-workings of a conference...including meeting planner and venue interactions, room set ups, AV, registration procedures, pre-convention meetings and more. The student will have an opportunity to attend Conference sessions and network with Convention Services professionals from across the US and Canada. Additionally, Freeman will offer mentorship to the student before, during and after the conference. Of course, this will look great on a resume, to show that you were the recipient of this scholarship and that you have had first-hand experience with the onsite management of a professional conference.

ACOM's 2010 Conference is January 8-10, 2010 in Dallas at the Westin City Center. Attached please find an application, with the deadline of November 13. The Scholarship Recipient will be selected and notified by December 1. Please contact ACOM with any questions at 1-609-799-3712 or [info@acomonline.org](mailto:info@acomonline.org).

Regards,

Lynn McCullough  
Executive Director

**Donald S. Freeman Jr. ACOM Conference Scholarship Application**  
*Supporting Continued Excellence in Convention Services*  
**Deadline for submittal: November 13, 2009**

**Personal Information:**

Name: \_\_\_\_\_

Address: (school or permanent?)

\_\_\_\_\_  
\_\_\_\_\_

Daytime Phone: \_\_\_\_\_ E-mail \_\_\_\_\_

Do you currently hold membership in an organization that is affiliated with the meetings industry?  
If yes, please list.

\_\_\_\_\_  
\_\_\_\_\_

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**Educational Background:**

University / College Currently Attending: \_\_\_\_\_

Website \_\_\_\_\_

Address: \_\_\_\_\_

Area of Study or Major \_\_\_\_\_

What year of your education are you currently in (during term of the conference)? \_\_\_\_\_

Cumulative Grade Point Average: \_\_\_\_\_ on a \_\_\_\_\_ scale.

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**Work Experience:**

Have you ever held a position in a hospitality or meetings-related field?

If "yes", please list the following details:

1) Company: \_\_\_\_\_

This company's main business focus is:

\_\_\_\_\_

Circle one:      Internship      Part-time      Full-time

Position held (list primary responsibilities): \_\_\_\_\_

\_\_\_\_\_

Period of work history \_\_\_\_\_

2) Company: \_\_\_\_\_

This company's main business focus is:

\_\_\_\_\_

Circle one:      Internship      Part-time      Full-time

Position held (list primary responsibilities): \_\_\_\_\_

\_\_\_\_\_

Period of work history \_\_\_\_\_

The Scholarship Recipient will be selected on December 1, 2009. Please provide a phone number and/or email address where you can be reached during that time. Once the recipient is notified, ACOM will provide instructions for planning travel to Dallas.

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Please include with your application:

Copy of a student ID;

Schedule or list of classes to be taken during term of the conference;

Brief letter of recommendation from any relevant past employer (i.e. for hospitality or meetings-related positions or internships held that are listed on this application) or a professor; and

A short essay (not more than 350 words) outlining your interests, plans and goals for a future in the meetings or hospitality industry.

*Signature of Applicant* \_\_\_\_\_ *Date Submitted* \_\_\_\_\_

**Submit fully completed application with all required documents by the November 13  
deadline to:**

**Lynn McCullough**

**Executive Director**

**ACOM Headquarters**

**191 Clarksville Road**

**Princeton Junction, NJ 08550 USA**

**Tel: 609-799-3712**

**Fax: 609-799-7032**

**E-Mail: [info@acomonline.org](mailto:info@acomonline.org)**