

2015 Financial Executive Conference

2015 Internal Auditing Conference

RITZ-CARLTON, NEW ORLEANS, MAY 3-5, 2015

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Dear Conference Attendees:

We are looking forward to welcoming you to the 2015 FMI Financial Executive and Internal Auditing Conferences at the Ritz-Carlton, New Orleans, May 3-6. Before you pack your bags and head off to Louisiana, there are a few important things to note. We hope the following checklist will be helpful in preparing you for what promises to be a fantastic experience! Please contact us if you have additional questions or concerns:

Housing and Logistics – [Colleen Bailey](#)

Program, Sponsorships, General Questions – [Amanda Bond-Thorley](#)

Registration – [Valencia Covington](#)

AGENDA [\[back to index\]](#)

The final agenda can be downloaded [here](#).

ATTENDEE LISTS [\[back to index\]](#)

An up-to-date attendee list for each event can be found on the conference websites:

[Financial Executive Conference](#)

[Internal Auditing Conference](#)

ATTENDEE PARTICIPATION [\[back to index\]](#)

FMI is pleased to partner with Conferences i/o to bring you a new interactive web-based feature that will promote attendee engagement and participation at the conference and improve your learning experience. You can use a laptop, smartphone or tablet to participate. No username or password is required. Just go to www.fmi.cnf.io to participate. Here you can click on the session and answer polls set by the presenter. Some polls may already be active, so we encourage you to answer those ahead of time. Some will be unlocked during the session. In addition, you will see that you can ask the presenter questions either before, during or after the session. You'll also be able to see what other attendees are asking and "up-vote" that question so that it rises to the top. The presenter will then know what the audience is most interested in discussing. We hope you'll make good use of this tool!

BADGES [\[back to index\]](#)

Badges must be worn at all times and are mandatory for the offsite event. There are no exhibitor-only badges or one-day passes available. FMI enforces a strict “no badge, no admittance” policy.

ATTIRE [\[back to index\]](#)

The dress code for the conference is business casual. Casual OR business casual dress is appropriate for the offsite function at The Musée Conti. Meeting rooms are notorious for being somewhat chilly, so we advise you to bring layers to ensure your comfort. The dress code for the conference is business casual.

CHECK IN / OUT TIME (HOTEL) [\[back to index\]](#)

Check-in time is 4:00 p.m.

Check-out time is 12:00 p.m.

CONTINUING EDUCATION CREDITS [\[back to index\]](#)

The Food Marketing Institute is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Suite 700, Nashville, TN 37219-2417. Website www.nasba.org

The 2015 Internal Auditing and Financial Executive Conferences are “group-live” events at the advanced course level and no advanced preparation is required. For more information regarding administrative policies such as complaints and refunds, please contact Amanda Bond-Thorley at abondthorley@fmi.org or 202.220.0606.

Financial Executive Conference:

[Download](#) the credit worksheet

Prerequisite: None

Attendance at the entire conference earns a total of 19.5 CPE credits in the following fields of study: Economics (1 credit), Personal Development (3 credits), Accounting (1 credit), Tax (1 credit), Finance (6 credits), Business Law (2-3 credits), Personnel/HR (1.5 credits), Behavioral Ethics (1 credit), Management Advisory Services (1-2 credits), Production (0-1 credits), Auditing (0-2 credits), Communications (0-1 credit)

Internal Auditing Conference:

[Download](#) the credit worksheet

Prerequisite: Previous experience in supermarket auditing procedures.

Attendance at the entire conference earns a total of 19.5 CPE credits in the following fields of study: Personal Development (2 credits), Production (0-1 credit), Auditing (7-9 credits), Management Advisory Services (1-2 credits), Behavioral Ethics (1 credit), Economics (1 credit), Business Law (3-4 credits), Communications (1-2 credits) and Personnel/HR (1.5 credits)

CPE Claim Procedures

- Pick up a copy of the CE credit worksheet for either conference at the registration desk or use the links above.
- Enter the voucher code provided at the beginning and end of each session.
- Log in to the CE credit portal (www.eventscribe.com/Magnet/FinExIA.htm) to register and enter the codes you collected at the sessions. CODES MUST BE IN ALL CAPS!
- Your total credits will be calculated per field of study and you will be able to print your own certificate directly from the online portal.

Please note that the proper calculation method for CE credits is total number of minutes PER FIELD OF STUDY, divided by 50 and **ROUNDED DOWN** to the nearest half credit. Thus, a 2 hour session (120 minutes) counts for 2 credits (120 divided by 50 = 2.4, **ROUNDED DOWN** to 2.0 credits). For concurrent sessions, you may claim only ONE.

There is no longer a need to sign in or out at each session since the codes validate your participation. As such, in order to protect the integrity of the system, we cannot give out codes before or after the session ends.

FIRST-TIMERS [\[back to index\]](#)

FMI welcomes all those attending the conference for the first time. To help you feel more comfortable at the event, please feel free to contact our Conference Ambassador, Amanda Bond-Thorley, Director of Education, FMI either before the conference or while you are onsite. She will be happy to introduce you to seasoned attendees!

Contact Information:

abondthorley@fmi.org (prior to or during the conference)

202-220-0606 (prior to the conference)

703-350-2290 (during the conference by text or voice)

FOOD AND BEVERAGE [\[back to index\]](#)

Your full conference registration includes 2 cocktail receptions, the offsite event at Musée Conti, 3 breakfasts, 2 lunches and coffee breaks. If you have any allergies or need a vegetarian or other special meal, please let the conference program or logistics manager know as soon as possible.

Courtesy of our Sustainability champion PICS Inventory Specialists, all attendees will receive a complimentary water bottle. We encourage attendees to think about the environment and use the bottle wherever possible instead of disposable cups. For this reason we do not provide bottled water, but water stations are available in all rooms for refills.

IDEA EXCHANGE [\[back to index\]](#)

The Financial Executive Idea Exchange is open to Retailers and Wholesalers ONLY. The Internal Auditing Idea Exchange is open to all attendees. Financial Executive attendees should check their badges to see which room they have been assigned to.

In order to make this session as interactive and valuable to you as possible, we have partnered with Conferences i/o to bring you a new interactive web-based feature. You can use a laptop, smartphone or tablet to participate. No username or password is required. Just go to www.fmi.cnf.io to participate. When you click on the idea exchange session, you will see that you can ask questions or suggest discussion topics either before or during the session. We encourage you to participate BEFORE! You'll also be able to see what other attendees are asking/suggesting and "up-vote" that question/topic so that it rises to the top. The moderator will then know what the audience is most interested in discussing. We hope you'll make good use of this tool!

INTERNET [\[back to index\]](#)

Sponsored by ATG Audits

Complimentary high-speed wireless internet access is provided in guest rooms for guests registered under the FMI block. Complimentary wi-fi is also available in the meeting rooms courtesy of our sponsor ATG Audits

- Please activate wireless card and search for available wireless signals.
- Select "RitzCarlton_Conference network
- Open browser (Splash page for Ritz should appear)
- Enter Access Code: ATGAUDITS (case sensitive)
- Open new browser to verify connection to internet.

LOCATION [\[back to index\]](#)

The Ritz-Carlton is located at

921 Canal Street
New Orleans, LA 70112

Driving Directions:

From New Orleans International Airport

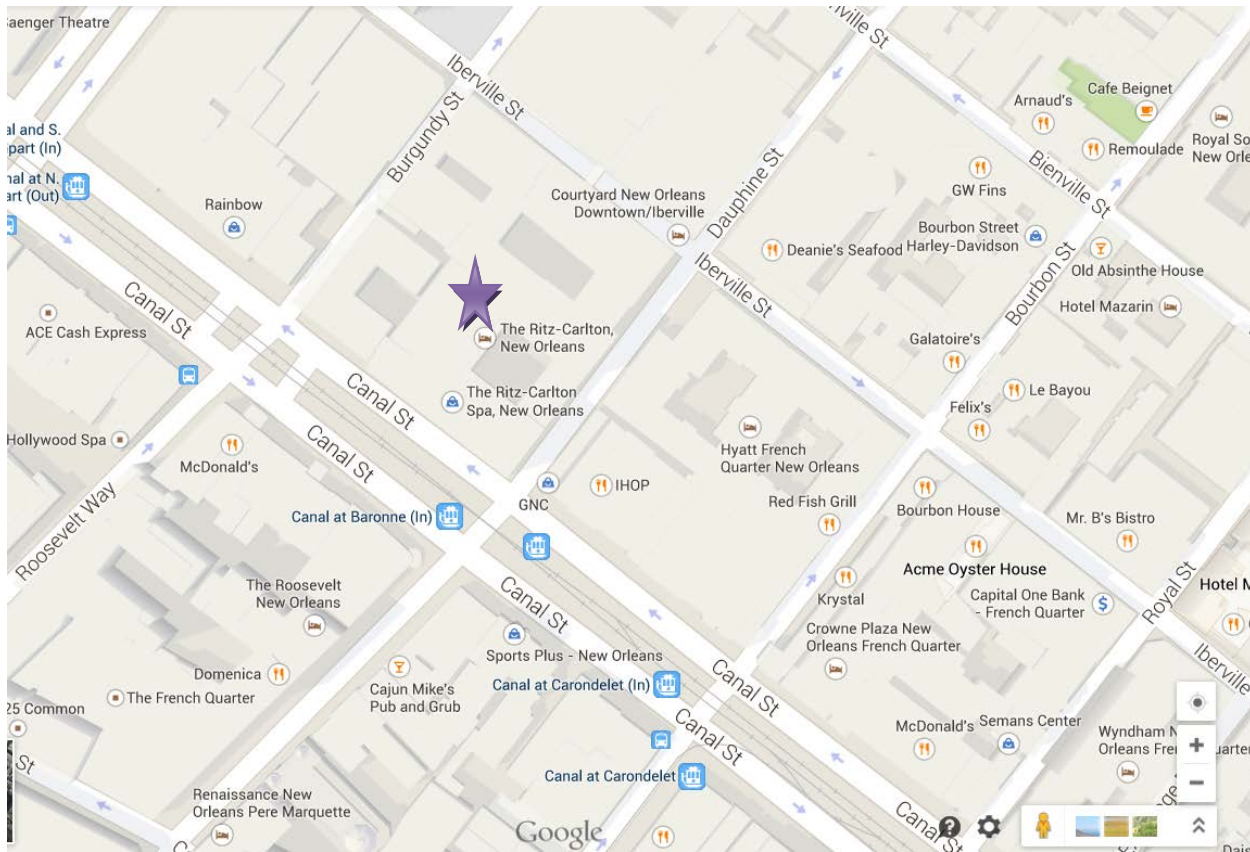
Follow signs I-10 East Slidell
Follow I-10 East approximately 18 miles
Exit at 235A – Orleans Avenue/Vieux Carre Exit
Follow ramp down and proceed to your right 8 blocks (Orleans Avenue becomes Basin Street), move into left lane
Turn left on Conti Street, travel 3 blocks to Dauphine Street and turn right
Proceed 3 blocks to Canal Street and turn right
Canal Street Entrance on right at 921 Canal Street

From I-10 West (Includes Mississippi Gulf Coast, Florida and All Points East of New Orleans)

Traveling on I-10 West follow signs to New Orleans
Once in New Orleans, take Exit 235 Canal Street
Turn right on Canal Street and travel nine blocks, move into left lane
The Ritz-Carlton, New Orleans is located at 921 Canal Street; however, due to no left turn signs,
continue two blocks and cross over St. Charles/Royal to U-turn lane
U-turn and travel up Canal Street 3 ½ blocks, move into right lane
Canal Street entrance on your right located at 921 Canal Street

From I-10 East (Including Baton Rouge, Texas and All Points West Of New Orleans)

Traveling on I-10 East follow signs to I-10 East Slidell
Once in New Orleans, take Exit 235A – Orleans Avenue/Vieux Carre
Follow ramp down and proceed to your right 8 blocks (Orleans Avenue becomes Basin Street), move into left lane
Turn left onto Conti Street, travel 3 blocks to Dauphine Street and turn right
Proceed 3 blocks to Canal Street and turn right
Canal Street entrance on right at 921 Canal Street



MOBILE APP [\[back to index\]](#)

Sponsored by ATG Audit Technology Group

Download the conference mobile app from iTunes (iPhone or iPad) or Google Play (Android). Search for FMI and select the FMI FE/Al app. With this app you can create your own agenda, see any schedule changes, find rooms, read speaker bios, message other attendees, download presentations and much more! To use the messaging function, please create a profile by going to "More Resources" and "My Account."

OFFSITE EVENT – TUESDAY MAY 5, 6:30 PM TO 9:30 PM [\[back to index\]](#)

Hosted by RGIS

Join new friends and old for a fun, relaxing social evening at the Musée Conti, New Orleans' famous historical wax museum. Built in 1890, "The WAX," as it is known, is a perfect example of turn of the century French Quarter architecture and offers a glimpse into the scandalous history of New Orleans. After your personal tour of the museum, you'll be invited to dine on a sumptuous feast of traditional Louisiana cuisine in the Legends Room while being serenaded by the light jazz sound of a local jazz trio. After dinner you'll have the opportunity to try your hand at poker, black jack or roulette tables for an opportunity to win a special prize. RSVP required. Space is limited!

Directions:

The venue is approximately 0.3 miles from the Ritz-Carlton at 917 Conti Street. It is a 5 minute walk from the hotel via Dauphine Street. If you have a disability and need assistance with transportation, please let a member of staff know in advance.

- From the front lobby of the hotel turn left on Canal Street towards Dauphine.
- Turn left on Dauphine and walk 3 blocks (0.2 miles)
- Turn left on Conti Street and the Museum will be on your right at 917 Conti Street.

This networking event is complimentary for all registered conference attendees including REGISTERED Spouses/partners. RSVP and badges are required. If your spouse/partner is not registered and wishes to attend the event, he/she may purchase a ticket at the registration desk. The cost for non-registered spouses/partners is \$ 200.00

PRESENTATIONS [\[back to index\]](#)

Presentations can be downloaded from the mobile app providing that the presenter has given permission for us to post his/her materials.

REGISTRATION [\[back to index\]](#)

Registration is located on level two of the hotel outside the Salon 1 Ballroom. The official registration hours are:

Sunday, May 3	2:00 p.m. – 7:00 p.m.	(From 4.45 p.m. onwards, registration will be in the reception area at the Ritz-Carlton Courtyard)
Monday, May 4	6:45 a.m. – 6:00 p.m.	
Tuesday, May 5	6:45 a.m. – 5:00 p.m.	
Wednesday, May 6	6:45 a.m. – 10:00 a.m.	

The cost for onsite registration is \$1,500. Attendees may register at the LOWER rate until Thursday, April 30

You may attend sessions at either conference regardless of your original registration.

RESTAURANTS [\[back to index\]](#)

Here's a [list of restaurants](#) within walking distance of the hotel. To search for other local restaurants, please [click here](#)

SECRET NETWORKER GAME [\[back to index\]](#)

Make sure to pick up your networking cards when you register so you can participate in the "Secret Networker" game. Pass out your cards to the people you meet on Sunday and Monday's reception. Our "Secret Networker" will then enter the cards that he/she receives into a drawing to win a prize. A quick tip – The "Secret Networker" at the Monday evening reception will be one of our vendors, so the more vendors you meet, the more chances you have to win a prize!

SPOUSE / PARTNER REGISTRATION [\[back to index\]](#)

If your spouse / partner is planning to attend any of the social events (receptions and offsite event), he/she must be registered and wear a conference badge. The cost for spouse/partner registration is \$200.00. This can be paid in advance or onsite at the registration desk.

SPONSORS [\[back to index\]](#)

Please take some time during the conference to thank our sponsors, who support our conference and the industry.

BMO Harris Bank N.A.	Premier Sponsor/Sunday Evening Reception
RGIS	Tuesday Offsite Event
Flextecs North America	Monday Evening Reception
Inmar	Tuesday Lunch
NCH Marketing	Monday Lunch
ATG Audits	Conference Mobile App and Wi-Fi
PICS Inventory Control Specialists	Water Bottles
Connolly, LLC	Tuesday Breakfast
Epicor	Monday Breakfast
Ameriquest	General Session
PRGX	General Session

SURVEY [\[back to index\]](#)

Within 3 days of the close of the conference you will receive a survey by email that will ask you to rate the education program, social events and logistics. Please take the time to fill this out so that we can use the information to improve future conferences. Your cooperation is appreciated.

TWITTER [\[back to index\]](#)



We encourage you to tweet about the conferences prior to and when you're at the conference. The tweets will appear on the conference mobile app. Please use the hashtags:
FMIINTERNALAUDIT2015
FMIFINEX2015

TRAVEL [\[back to index\]](#)

Airport: Louis Armstrong New Orleans International Airport (MYS) is approximately 15 miles from The Ritz-Carlton.

Taxi: \$36 one-way per car. Pick-up is on the lower level, outside the baggage claim area.

Airport Shuttle: \$20.00 per person, one-way (shared-ride). To make a reservation ahead of time please [Click Here](#).

Regional Transit Authority (RTA): Streetcars in New Orleans offer \$1.25 and can be paid with exact change when you board. 1, 3, and 31-day unlimited ride Jazzy Passes are also available for \$3, \$9 and \$55 respectively. See the Regional Transit Authority (RTA)'s website for a list of places to purchase these. Please note that passes are non-refundable and non-replaceable. Getting around New Orleans by streetcar is a great way to see the city. There are three different lines: St. Charles, Canal Street, and the Riverfront, each of which originates downtown but takes you different parts of the city. Fares listed above and routes and schedules listed below are subject to change - check directly with the RTA directly for the latest information.

Parking is available at The Ritz-Carlton. Currently, overnight valet parking is \$45.00 plus tax, with "in and out" privileges. Rates are subject to change without notice.

Local Area - Please [click here](#) to learn more about what New Orleans has to offer including attractions, nightlife, entertainment and nearby restaurants.

VENDOR SHOWCASE AND COCKTAIL RECEPTION – MONDAY, MAY 4 [\[back to index\]](#)

Hosted by Flextecs

A Cocktail Reception will take place in the foyer area outside of Salon II-III. The reception begins at 5:00 p.m. and ends at 7:00 p.m. During the reception you will have a chance to meet some of the sponsors of this event and talk to them about their products and services. Make sure to participate in the “Secret Networker” game for a chance to win a prize! The exhibiting companies are:

- BMO Harris Bank N.A.
- Flextecs
- NCH Marketing
- Inmar
- Audit Technology Group
- Phyle Inventory Control Systems (PICS)
- RGIS
- Epicor
- Connolly LLC
- PRGX

WEATHER [\[back to index\]](#)

The average high temperature in May in New Orleans is 85 degrees and the average low is 66 degrees. Regardless of the outside temperatures, meeting rooms are notorious for being somewhat chilly, so we advise you to bring layers to ensure your comfort

WELCOME RECEPTION – SUNDAY MAY 3 [\[back to index\]](#)

Hosted by BMO Harris Bank and BMO Capital Markets

Please join us on Sunday, May 3rd in the Ritz-Carlton Courtyard for a welcome reception. Catch up with old friends and make new ones at this relaxed, casual event. We'll have light hors d'oeuvres and an open bar. Make sure you participate in our “Secret Networker” game to win a prize. Whoever does the most networking this evening will be entered into a prize drawing!

You can pick up your badge prior to the reception between 2 and 4.45 pm on the 2nd floor of the hotel outside Salon I. After 4.45 pm, registration will move to the Courtyard.

QUESTIONS [\[back to index\]](#)

Please contact:

Amanda Bond-Thorley (General program questions)

abondthorley@fmi.org

Colleen Bailey (Hotel and Logistics)

cbailey@fmi.org

Valencia Covington (Registration)

vcovington@fmi.org