

Ms. Joyce Sweeney
 Site Chair
 INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES
 J.F.K. Federal Building, Room E-310
 Boston, MA 02203
 617-565-2358

March 4, 2003



THE SUNBURST RESORT

Thank you for selecting The SunBurst Resort (hereafter referred to as the "Resort") to host your upcoming INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES CONFERENCE during the dates of May 15, 2004 through May 20, 2004. The following outlines the arrangements for your meeting and will serve as a letter of agreement between INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES and the Resort.

All arrangements as described in this agreement will be confirmed by returning your signed letter of agreement by March 7, 2003. Should the Resort receive a request for the same space prior to receiving your signed copy of the agreement, you will be notified and be given 72 hours to return the signed agreement. If the Resort does not receive the agreement within 72 hours of our notice to you, the space requested will be reserved to the requesting group.

GUEST ROOM ACCOMMODATIONS

The following accommodations will be reserved for your organization:

	Friday 5/14/04	Saturday 5/15/04	Sunday 5/16/04	Monday 5/17/04	Tuesday 5/18/04	Wednesday 5/19/04	Thursday 5/20/04	Friday
Run of House	15	125	210	210	210	25	5	Checkout

All rooms will be reserved on a (ROH) "Run of House" to include Parlor Suites basis unless otherwise directed in writing.

For your attendee's convenience, please communicate that our check-in time is after 3:00 p.m.; check-out time is 12:00 noon. Guests arriving prior to 3:00 p.m. will be able to store their luggage until rooms become available. Likewise, guests departing after 12:00 noon should arrange to store their luggage with the Resort bell staff.

Please have your guests state their smoking preference when making reservations, and we will take every possible measure to assign the appropriate room. The Resort will do its best to accommodate first floor needs. INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES will supply the names of those guests requiring ADA rooms, or other special needs thirty (30) days prior to event.

GUEST ROOM RATES

Rates outlined below are based on the number of rooms being held and the dates requested.

Special guestroom rates have been arranged for INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES over the specific dates outlined above. These rates are:

	Single	Double
Rate	\$79.00	\$79.00

Rates do not include current city and state taxes totaling 11.67%. Tax rates are subject to change at any time based on government regulation.

In the event that parlors are not used as regular sleeping rooms, the number not being used up to a maximum of 6 will be added to a room to make a suite. This will be available for \$79.

INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES

March 4, 2003

Page 3

FUNCTION SPACE ARRANGEMENTS

The following schedule of events will be confirmed to accommodate your program requirements. Any changes to the requirements outlined below may effect the rental terms of this agreement. In addition, the Resort blocks function space by specific time periods.

Date	Start Time	End Time	Function	Setup	Agreed	Room Rental
5/16/2004	11:00 AM	8:00 PM	Registration			Waived
5/16/2004	6:30 PM	7:30 PM	Reception		200	
5/17/2004	8:00 AM	12:00 PM	General Session			
5/17/2004	10:00 AM	5:00 PM	(4) Breakouts			
5/17/2004	7:30 AM	8:30 AM	Continental Breakfast		250	
5/17/2004	8:00 AM	8:00 PM	Registration			
5/17/2004	10:00 AM	10:30 AM	Break		250	
5/17/2004	12:00 PM	1:00 PM	Lunch		250	
5/17/2004	2:30 PM	3:00 PM	Break		250	
5/18/2004	8:00 AM	12:00 PM	General Session			
5/18/2004	8:00 AM	5:00 PM	(4) Breakouts			
5/18/2004	7:30 AM	8:00 AM	Continental Breakfast		250	
5/18/2004	8:00 AM	8:00 PM	Registration			
5/18/2004	10:00 AM	10:30 AM	Break		250	
5/18/2004	12:00 PM	1:00 PM	Lunch		250	
5/18/2004	2:30 PM	3:00 PM	Break		250	
5/19/2004	8:00 AM	12:00 PM	General Session			
5/19/2004	8:00 AM	12:00 PM	(4) Breakouts			
5/19/2004	7:30 AM	8:00 AM	Continental Breakfast		250	
5/19/2004	8:00 AM	12:00 PM	Registration			
5/19/2004	10:00 AM	10:30 AM	Break		250	

* The General Session will be used for 2 Breakouts 8:00am-5:00pm each day.

*The Arizona and Territorial Ballrooms and the Kachina Room will be blocked and held for INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES and will not be changed without mutual consent.

The Resort requires a final agenda at least thirty (30) days prior to scheduled arrival. INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES will be responsible for the estimated total revenue for the function(s) confirmed within thirty (30) days. Should a function be canceled within sixty (30) days the Resort will make every attempt to re-sell the space and will credit INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES master account for the value of the re-sold space.

Once this signed agreement has been received, our Convention Services Department will assign a representative to work with you in planning the final details for your Organization's stay with us. The Convention Services Representative will work with you on arrangements for audio/visual rentals, details of your room set-ups, menus, special theme parties, specialty breaks, orders for VIP guest room welcome baskets, and any other special needs.

FUNCTION SPACE ASSIGNMENTS

Final function room assignments will be confirmed by the Conference Service Manager 72 hours prior to the event when the final guaranteed attendance figure is due (weekends excluded). The Resort reserves the right to change any function room assignments based on the final guaranteed attendance figure with the consent of INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES. INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES will be notified (of meeting room assignments) two (2) weeks prior to event

INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES

March 4, 2003

Page 4

so programs can be printed.

FUNCTION SPACE RENTAL

The function room assignments that will be made, based on the function space arrangements as outlined above, sell for a retail price of \$22,000.00. The Resort will provide this space on a complimentary basis with a minimum food & beverage purchase of equal to that amount. Should purchases fall below the stated amount the difference will be charged as room rental.

FOOD & BEVERAGE INFORMATION

Signs or banners are not allowed in public areas except logo table cloths. Any signage in private areas must be professionally made and have the approval of the Resort management. Function space not reserved for your organization may be sold to other organizations. Careful consideration will be given to ensure any activities occurring in other function space will not conflict with yours.

The SunBurst Resort is the only licensee authorized by the State of Arizona to sell and serve food, liquor, beer, and wine on the premises; accordingly, no food or beverage may be brought into the Resort. The Resort reserves the privilege to serve all food and beverage within the Resort excluding the Hospitality Suite.

Banquet food and beverage prices will be guaranteed 180 days prior to your event. Food and beverage prices are currently subject to a 20% service charge and a 7.70% state tax. Tax is subject to change based upon government regulations.

The Resort requests a final guarantee attendance figure for all functions 72 hours prior to start of the function (weekends excluded). Your Organization will be charged for the guaranteed count should the actual attendance fall below this number. The Resort will set and prepare for five percent over the final guaranteed count. Should your actual attendance exceed that figure, you will be charged based on the actual attendance. If guarantee numbers are not provided, the estimated attendance figures in this agreement will become the guarantee.

AUDIO VISUAL SERVICES

Our preferred in-house audio-visual company is American Audio-Visual Center. Your audio-visual requests should be coordinated through our Conference Services Department. Audio-Visual prices are currently subject to a 20% service charge and 7.7% sales tax.

Sunburst has agreed that INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES can employ an outside AV Company at no additional charge.

CREDIT AND BILLING ARRANGEMENTS

INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES will be responsible for the charges as outlined in this letter of agreement including meeting room rental charges, all planned meal functions, and any approved miscellaneous meeting charges. The guests will be responsible for guestroom and tax and all incidentals charged to guestrooms. Thirty (30) days prior to arrival, the Resort must receive a detailed set of instructions outlining all charges that may be applied to the master account, along with the names of the individuals that may sign charges to the master account.

A credit application has been enclosed for INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES to use when applying for direct billing privileges. Please complete all sections of the application and return it to the Resort as early as possible (at least one month prior to start of function). In addition, please supply the Resort with an account number, a bank contact name and telephone number. Authorization for a release of information from your bank will also be necessary. In the event your direct bill request is denied, prepayment

INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES

March 4, 2003

Page 5

of all charges will be required prior to arrival. Should credit be denied, a pre-payment schedule will be established.

The accounting department will review your application, and you will be notified once it has been approved.

Upon credit approval of your direct bill account, revised deposit schedule will be established and INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES will provide written notice of the following to the Resort at least fourteen (14) days prior to the arrival date:

1. Name(s) of the person(s) who are authorized to charge to the master account.
2. Billing instructions including the name and address of the individual to whom the Resort should send the invoice.
3. Names of persons whose guest room account(s) are to be billed to the master account.
4. Listing of all functions, other accommodations, incidental charges, etc. to be billed to the master account.

All charges to be billed to the account will be presented for review and signature by an authorized person immediately following the event. Payment is due upon receipt of the invoice. A finance charge of one and one half percent per month is applied to the invoice beginning after thirty days excluding any undisputed charges.

CANCELLATION

This agreement will bind INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES and The SunBurst Resort to the terms outlined in this letter of agreement. In the unlikely event that INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES should cancel the aforementioned conference:

- ◆ 45 days or less: 100% of the total anticipated guest room revenue.
- ◆ Should INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES cancel more than 45 days prior to start of conference, a program of equal or greater value must be booked within 6 months and consumed within one year

The performance of this agreement by either party is subject to acts of God, acts of war, government regulation, national disasters, transportation strikes, civil disorder, or other emergencies making it inadvisable, illegal or impossible to provide facilities or hold the aforementioned conference.

Any controversy or claim pertaining to the cancellation of this contract, which cannot be acceptably negotiated by both parties, shall be settled by arbitration in accordance with the rules of the American Arbitration Association. Judgment upon the award rendered by the Arbitration(s) may be entered in any court having jurisdiction thereof.

HOTEL RENOVATIONS

The Hotel shall notify INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES immediately of any plans for renovation, refurbishment, alteration, or change in the Hotel's physical plant or characteristics that occur after the contract was signed that will impact INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES meeting. Should INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES determine said renovations have the potential to interfere with the scheduled meeting, Hotel must provide a suitable and reasonable solution and/or offer reasonable compensation for such interference. If reasonable compensation is not offered, cancellation fees will not apply.

APPOINTMENT OF SIGNATORY

INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES

March 4, 2003

Page 6

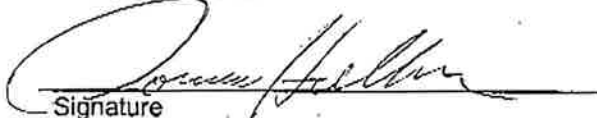
The appointment of Signatory other than a member or employee of INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES must be expressed in writing and accompany this contract.

CONCLUSION

Your signature on this agreement establishes this event on a "Definite" status and constitutes a legally binding and enforceable contract that may result in certain forfeitures of funds and other monetary liability in the event of a default. The person signing this agreement warrants and represents that he/she is authorized by the organization to legally bind the organization to the terms and conditions of this agreement.

We look forward to the privilege of hosting INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES for your INTERNATIONAL FIELD DIRECTORS & TECHNOLOGIES MEETING in May, 2004. Please indicate your acceptance of the terms of this letter of agreement by signing and returning a copy of this agreement by March 7, 2003. Upon receipt of the signed agreement, our Conference Services Department will contact you to discuss further details.

FOR:
The SunBurst Resort



Signature

Dorrie Halloran
Printed Name

National Sales Manager
Title

March 4, 2003
Date

ACCEPTED BY:
INTERNATIONAL FIELD DIRECTORS &
TECHNOLOGIES


Signature

Joyce A. Sweeney
Printed Name

Site Chair
Title

March 7, 2003
Date