



**AUGUST 10-16, 2025
THE ROSEN SHINGLE CREEK, ORLANDO, FLORIDA**

109th INTERNATIONAL ASSOCIATION FOR IDENTIFICATION'S EDUCATIONAL CONFERENCE

“Tips for FDIAl Members to have a Great Conference Experience”

This year's venue is the **Rosen Shingle Creek Resort** in Orlando Florida the week of August 10-16, 2025

Click here for detailed conference information: https://www.theiai.org/2025_orlando_conference.php

Presentation proposals will be open until January 31, 2025

Click here to submit a Lecture proposal <https://www.surveymonkey.com/r/RPD8HWT>

Click here to submit a Workshop proposal <https://www.surveymonkey.com/r/MJ2TS3T>

Registration will open on 4/15/2025

Watch the IAI website (www.theiai.org) for the registration link.

FDIAI membership does NOT let you register as a “member” of the parent body

Consider joining the IAI now and reap all the benefits that membership provides, including the “IAI Member” registration rate

REGISTRATION

Online Registration can be easy and painless. Before you register, check out the Agenda page. If you want to attend workshops, have your list ready before you click the Register button. Registration payments are due at the time of registration, if you need to defer payment the conference registrar will work with you and set a date for payment. If your registration session times out or you need to start over, wait for an email from the “IAI Conference” with a link that will bring you back to your profile. If you try to register again before you receive the link you will be locked out. Patience is key. If you don't see an email within 30 minutes from the registrar, check your spam/junk folder.

When you have finished your registration you will receive a confirmation email from “IAI Conference”. If you need to make any changes to your profile, use the MODIFY button on the Registration Confirmation email and your password. This will bring you to your profile.

REGISTRATION TYPES

A Full Registration - includes all conference materials and IAI Social Events.

Florida Division members will also be able to attend the FDIAl Installation Banquet Thursday Evening. The Full Registration DOES NOT include workshops that require an additional fee, hotel accommodations, or travel.

Daily Registration(s) - you may participate in only the non-fee educational sessions for that day, workshops are additional cost and evening Social Events are NOT included.

Student Registration - To qualify as a Student Registrant, individuals must be full-time college students with a major in a forensic-related field or law enforcement. Students must provide a letter or Student ID from their educational institution. This Registration includes all conference materials and IAI Social Events.

Florida Division Student members will also be able to attend the FDIAl Installation Banquet Thursday Evening. A Student Registration DOES NOT include workshops that require an additional fee, hotel accommodations, or travel.

Guest Registration - A Guest Registration is for the Spouse/Guest of a Full registrant. This Registration includes IAI Social Events Only (The Sunday President's Reception, Monday Opening Ceremony, Monday and Tuesday Evening Receptions, entrance to the Exhibit hall, and the Friday night IAI Installation Banquet).

The FDIAl Installation Banquet is NOT included in the IAI Guest Registration. Florida Division members who wish to bring a guest to that event will need to purchase a ticket at the Florida Division Exhibit booth.

ATTENDEE COMMUNICATION

Wi-fi connection - Registered guests at the Rosen Shingle Creek Resort have free Wi-Fi in their rooms.

Cellular connection – Conference attendees will need a cellular connection in the Conference Center of the property where lectures and workshops are being held

The IAI Conference Mobile App - will be available starting August 4th for download, look for an instructional email. Notifications will come through your app with important announcements and last-minute information. Communicating with other attendees and sharing photos is easy through the App.

Survey Opportunities - Please take the time to provide your feedback on the education program sessions, meetings, and workshops on the mobile app throughout the week. Following the conference, a survey will be available to all attendees requesting feedback on the overall conference and workshop experiences.

The informational Bulletin Board - will be located in the Registration Area where there will be numerous items of interest - Job Opportunities, News, and IAI Resolutions and Nominations that will be relevant to the IAI Membership Meeting - be sure to stop by often!

Social Media - IAI Photography Policy: "The official IAI Photographer will be on-site to photograph events at the Conference. The photographs will be used in future IAI publications. If you object to having your image photographed, please inform the photographer before the photograph is taken. For any issues or concerns regarding this, please contact the Conference Planner in the Registration Area".

EDUCATIONAL PROGRAM

Lecture Attendance – Lectures are open to all attendees wearing the proper conference name badge. Pre-Registration is not required but does help with conference planning so we encourage you to select the lectures you wish to attend during the registration process.

How registrations for workshops take place Peruse the agenda before you begin registration to find workshops of interest. During the registration process you will be able to select workshops based on space availability. EARLY REGISTRATION is advised if you wish to attend specific workshops. You're all set once you've signed up for a workshop and paid. If you need to cancel attendance in a workshop, you can do so by signing in to your profile and unclicking the box for that workshop's registration.

Workshop waitlists - When the workshop is full, a waitlist automatically starts. You can add yourself to the waitlist by clicking the 'add me to the waitlist' button. If a seat in the workshop becomes available the conference planner will notify and offer the seat to the first in line on the waitlist.

Workshop no shows – When you have registered for a workshop, be sure to attend. If you fail to attend you will still be charged for that workshop and a note of No Show will be added to the Sign in form. No certificate or refund will be given.

You MUST sign in for a Workshop when you arrive at the classroom - If you fail to sign in on the workshop sign in form, you will be charged for the workshop and a note of No Show will be added to the sign in form. No certificate or refund will be given.

Workshop Walk-Ins are prohibited - You must register in advance for a workshop. If you choose to Walk In you will not receive credit for that workshop and No certificate will be given.

Workshop Payments - All payments for workshop registration are due at the time of registration, if you need to defer payment, the conference registrar will work with you to set a date for payment. The final date for Workshop payments is 4 weeks before the conference. If you haven't paid by then the registrar will open your seat to the first in line on the waitlist.

EXHIBIT INFORMATION

There will be almost 100 booths in the Exhibit Hall this year. You will have the opportunity to view the latest products and services available in the forensic field as well as make contacts with those companies who support your professional development.

The exhibit Grand Opening will be at 4 p.m. on Monday evening. There will be a Poster Presentation and a reception in the exhibit hall that evening

The exhibit hall is open all-day Tuesday. Mid-morning and afternoon breaks will be held in the exhibit hall and there will be an evening reception and a Photo Contest at 5 p.m.

The exhibit hall opens Wednesday morning at 9 a.m. and will be open until 1 p.m.

The IAI is grateful for the generous contributions of each of our Sponsors, and the support of all of the Exhibitors which enables us to offer the exceptional events provided at this conference. Please take the time to visit representatives from each company at their exhibit booths and say 'Thank You'!

CONFERENCE ATTIRE

General Attire through the conference week - Business casual or smart casual is the standard for attendees. Agency polos and uniforms are acceptable. Bring a backup jacket or sweater you can easily throw on in case the meeting rooms are too cold.

THURSDAY EVENING **FDIAI** INSTALLATION BANQUET ATTIRE

It is a long-standing tradition that FDIAI officer's attire is Semi-formal for the banquet. Some guests do arrive in semi-formal or business informal attire. Whatever you pack for this conference week will be fine. We would rather you enjoy the evening than feel excluded and not attend this special event.

Be sure to sign up for the FDIAI Banquet! You MUST be a Florida Division Member to attend this event. You can sit with friends or total strangers, it's your choice, but be sure to go to the FDIAI booth in the exhibit hall and sign up for your seat by Tuesday morning. Guest tickets to this event will also be available for purchase.

FRIDAY EVENING **IAI** INSTALLATION BANQUET ATTIRE

It is a long-standing tradition that IAI officer's attire is Semi-formal for the banquet. Some guests do arrive in semi-formal or business informal attire. Whatever you pack for this conference week will be fine. We would rather you enjoy the evening than feel excluded and not attend this special event. Music is provided and dancing will take place! Come and share fond memories of the week with the friends you've made.

Be sure to sign up for the IAI Banquets! You can sit with friends or total strangers, it's your choice, but be sure to go to the registration area and sign up for your seat at Fridays' Banquet. You'll be offered several table options. If you want to sit with friends, be sure to coordinate with them to know where your table is.

See any IAI Registration staff to sign up any time before Tuesday at Noon.



Florida Division International Association for Identification

FDIAI ASSOCIATION BUSINESS

Wednesday, August 13th 2025

Resolution posting/timing - Resolutions are changes being made to the FDIAI bylaws or constitution. They must be posted at the conference for all members present to read two days before the FDIAI membership meeting on Wednesday. The posting is on the main notice board in or near the registration area. Members should read the resolutions and be prepared to vote or ask questions at the membership meeting.

Nomination committee process - For the Officers and Board of Directors positions, there is a nomination process that occurs Monday afternoon at the conference. Those interested will find the location of the nomination committee meeting posted on the main notice board at the Registration desk. Any member can come and take a turn expressing interest in a position. They should be prepared to answer questions from the nomination committee. After hearing from all, the nomination committee will determine their recommendations for the open positions, and post them on the main notice board for all members to consider. Other individuals not listed may still “run from the floor” for positions at the membership meeting, which means they are nominated for positions when the president asks if there are “any other nominations from the floor” for each position. Members present will then vote for their choices for each position considering those nominated by the nominating committee as well as those that “ran from the floor”.

Election Process - The candidates are listed on a screen at the membership meeting, and voting takes place by paper ballot, one ballot for each FDIAI member present. These are counted while other business continues, and then when ready, the election results are presented at the meeting.

How the meeting operates - The agenda for the meeting is shared at the start of the meeting. There are plans to post the agenda beforehand, so watch the conference bulletin board for updates on that.

The meeting is conducted according to Roberts Rules of Order.

Reports are read by FDIAI leadership, resolutions are discussed, candidates for offices are presented, and all votes related to these items are conducted.

Business requiring approval by members is done in the following framework:

- Motion is made by a member in attendance.
 - A Second of the motion is made by a member in attendance.
 - There is a call for any “discussion” on the motion. This is the opportunity for members to ask questions and express opinions both “pro” and “con” on that motion.
 - Once all discussion has concluded a verbal vote is conducted on approval of the motion.
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