

GENERAL INFORMATION
2004 IPS BIENNIAL - HAWAII
MAY 9-15, 2004
POST TOUR - HAWAII
MAY 16-22, 2004

Registration will close when limits are reached.

Absolute Deadline is March 5, 2004

For this Biennial we are introducing registration via the Internet. See details under Registration Procedures. For those using mail in registration, a Registration Form for the 2004 Biennial and Post Tour is included within the pages of this Supplement to *Palms* and must be completed clearly and returned by the deadline. Registrants must be IPS members before registering.

OVERVIEW

The 2004 IPS Biennial and Post Tour is being sponsored by the International Palm Society with our local host in Hawaii being the Hawaii Island Palm Society. Although the state of Hawaii is known as a major tourist destination, comprised of several tropical resort islands with world-class beaches and tourist attractions, it has also gained a reputation as a palm paradise. The Biennial will begin in Honolulu on the island of Oahu and end in Hilo on the island of Hawaii, known locally as the "Big Island". We will visit botanical gardens on Oahu and very diverse, private palm gardens on Hawaii Island. The Post Tour will begin in Hilo, bus cross-island to the Kona side, fly to Kauai to visit the National Tropical Botanical Garden, a major nursery and private gardens. We complete the tour by returning to Honolulu, where we will visit a dry-land Botanical Garden with mature palms and the "grand old lady" of the Honolulu Botanical Gardens, Foster Garden. A farewell dinner will bring the tour to its close.

BIENNIAL

General Information: Presentations will be given by leading palm experts from around the world. Some of the speakers will be appearing at an IPS Biennial for the first time. **Please note that a maximum of 200 attendees can participate in the Biennial 2004.** Registration will close when we reach this number. **All prices quoted throughout are in US Dollars.**

Key Dates:

- May 8** Early arrivals and Members of the IPS Board of Directors arrive.
- May 9** Board of Directors Meeting, attendees arrive for the Welcome Dinner.
- May 15** The Farewell Dinner will be followed by presentations.
- May 16** Transition day between Biennial and Post Tours. The optional visit to Volcano National Park is priced separately from the Biennial and Post Tour.

It is advisable for regular attendees to arrive by Saturday, May 8, to comfortably adjust from jet lag. However, it is imperative that Directors and Officers arrive by Saturday, May 8, to attend the Board

Meeting to be held on Sunday AM, May 9. **Be aware that some of you will be crossing the International Date Line and will gain a day.** Plan your flight accordingly.

Early Arrivals and Late Departures:

Attendees may choose to arrive earlier or depart later than the above Biennial dates. IPS room rates for designated hotels will apply immediately before and after the Biennial and are available **only** through our special representative, Myrtle Hirano. For details see **Contacts For Information**. Charges for these extended stays are not included in the registration fee and must be paid separately by the attendee. The registration fee only covers those accommodations described in the itinerary.

Neither Allen Management nor the IPS can book extra days' lodging or airline flights.

Biennial Location: The Biennial will begin on the Island of Oahu in Honolulu and end on the Island of Hawaii in Hilo. Unless you plan to stay for the Post Tour, be sure to **book return inter-island airfare** from Hilo to Honolulu for your return flight. This segment is not included in the Biennial cost and the number of inter island flights have been reduced substantially. Attendees are advised to make airline reservations early. The IPS cannot guarantee that the itinerary will be followed precisely.

For the Biennial, Post Tour and Optional Volcano National Park Events, Registration Forms and Payment Information are included as a "tear-out" page at the end of this supplement of *Palms*.

Cost of Biennial (May 9 through May 15):

US\$ 1097 per person double occupancy, and US\$ 1580 single occupancy, including: seven nights hotel accommodations, daily breakfast buffet, 5 lunches and 3 dinners, tours, an inter-island flight to Hilo, guides, some baggage handling and limited public liability insurance. Not included are personal expenses, such as laundry, telephone,

gratuities, bar charges, and other meals, trip insurance, flights and airport charges for all flights to and from the state of Hawaii. Hotel costs and meals for early arrivals (May 8 or earlier) or those staying the night of May 16 or later are NOT included in the Biennial registration fee.

Hotels: We have selected the highest quality hotels available that offer the best value for the money, while providing accommodations and meeting facilities in a common location. Attendees will stay at the following hotels and islands:

May 9-11 Pacific Beach Hotel, Oahu

May 12-15 Hilo Hawaiian Hotel, Hawaii

Our contact for all hotels is Myrtle Hirano: see **Contacts For Information**. Room upgrades should be available to early registrants, but such upgrades are at the expense of attendees and must be made through Myrtle. Less expensive rooms are not available. Arrangements have been made for all attendees to stay at the same hotel in each city on the tour.

Partial Registration: Because of the complexity of the Biennial's itinerary and the fact that the group is traveling through multiple areas, partial attendance is discouraged and no reduced rate for partial registration is being offered. Attendees with "special schedules" (i.e. partially attending the Biennial) must pay the full registration fee and arrange their individual transportation to accommodate their specific needs. All others will be charged the regular fee regardless of where they plan their accommodations.

Airfare To and From Hawaii: Attendees are responsible for booking and paying for their own round trip flights to Honolulu, Hawaii. **If you are attending the Biennial only, be sure to book your return inter-island flight segment from Hilo to Honolulu.** Inter-island flights are limited. Some excellent discount fares for long term advance bookings have been available

recently. It would be a mistake to register now and wait to book your airline tickets.

Book now! Be prepared for very strict, time consuming security inspections at all Hawaii airports for all flights. Be sure to have a photo I.D. and avoid carry-on baggage to facilitate inspection.

Biennial Itinerary:

Breakfast buffet is included in the cost of each night's Biennial accommodations.

Saturday, May 8 - Last day for Officers and Directors of the IPS to arrive in Honolulu.

Sunday, May 9: IPS Board Meeting is scheduled for the day. This is the last day for arrival to attend the **Welcome Dinner and opening presentations.** At Honolulu International Airport, arrange for transfer to the Pacific Beach Hotel. (Transfer options will be in the information packet.) Upon arrival at the hotel, pick up your attendee packet. Registration fees do not cover hotel costs accrued prior to this evening.

Monday, May 10: A short ride will take us to the 194 acre Harold L. Lyon Arboretum in Manoa Valley to view over 600 kinds of palms, some over 80 years old. As a part of the University of Hawaii, Lyon Arboretum is an active research facility and academic resource as well as a world re-known tropical garden. Miles of trails vary in difficulty once leaving the visitor center area. Attendees who are physically challenged should be aware that few trails are handicap-accessible, especially in wet conditions. Be prepared for narrow, steep, minimally improved trails and possibly muddy conditions.

Dinner will be on your own. Presentations will be given in the evening.

Tuesday, May 11: A late departure by bus will take us over the Waianae and Koolau mountain ranges in Central Oahu and along the famous North Shore surfing areas on our way to Waimea Valley Audubon Center,

formerly known as Waimea Falls Park. At Waimea, over 100 palm genera are planted in groupings by tribe. The arboretum contains over 6,000 plant species in 36 gardens. Be prepared for many pleasant surprises, even if you have visited the center.

A short ride will take us to the Polynesian Cultural Center for a dinner luau and "Horizons," a revue of song and dance, featuring dancers from the Polynesian islands, including Hawaii, Tonga, Tahiti and others. Recent renovations and greater emphasis on Polynesian culture will be apparent to those who have previously visited.

Wednesday, May 12: After hotel checkout we travel over the Koolau Mountains to visit Ho'omaluhia Botanical Garden. These lush 400-acres on windward Oahu feature extensive plantings of palms. All sections of the garden are arranged geographically. Buses will shuttle each group between sections and the lunch site. Expert guides have graciously volunteered to assist our tour. That afternoon we take a flight to Hilo on the "Big Island" of Hawaii, a premier palm-growing environment. Dinner is on your own and the rest of the evening is free time.

Thursday, May 13: Busses will rotate between two very different palm gardens in rain forest settings in Leilani Estates and a garden in Kapoho on a lava flow near the ocean. In Leilani, IPS Director Bo-Göran and Karolyn Lundkvist's garden is located 25 miles south of Hilo, at about the 750 ft elevation. It consists of 5 acres in a rainforest of native *Metrosideros polymorpha* (ohi'a) trees. Established in 1996, there are now several thousand individual palms representing over 600 species, mostly planted geographically. With an annual rainfall of 130-150 inches, the environment is close to perfect for most of these palms. In addition, the garden has hundreds of other plants, including cycads, bromeliads and flowering ornamentals.

The garden of Lars and Leanne Swann, also located in Leilani Estates, encompasses 3 acres of thick, colorful, manicured landscape. The garden was designed around 200 year-old native oh'i'a trees, which are hosts for giant birds-nest ferns that have naturalized in the area. It features over 300 species of palms and many species of cycads. The natural contours of the garden were maintained and the paths meander through a wide variety of tropical flora of varying shape and texture.

In Kapoho, well-known IPS member Pauline Sullivan's garden provides a starkly beautiful contrast. Located on a much newer lava flow, the forest has not re-generated. Pauline wanted to "showcase" individual palm species so all plants are well spaced for prime viewing. We'll see the most beautiful silver-gray *Bismarckia nobilis*, *Arenga brevipes*, *Hydriastele beccariana* and hundreds of other species on mounded "islands", created by hauling in truckloads of black cinder.

After returning to the hotel, dinner will be on your own. Presentations will be given in the evening.

Friday, May 14: Groups will visit three private gardens and the Panaewa Rainforest Zoo, where the Hawaii Island Palm Society has planted over 100 species of palms. Recent plantings of bamboo and tropical rhododendrons by their respective local chapters of interest and a water garden project fill out the landscape.

Floribunda Palms and Exotics, owned by Jeff and Suchin Marcus, was started in 1987. Located near Kurtistown, the nursery contains plantings of numerous rare and endangered palms, both as a preservation measure and to provide his nursery with seed. The collection is the result of extensive travels to acquire rare palm seeds from all over the world and contains hundreds of rare species. Jeff has just purchased the adjoining 3 acres to

continue planting his huge collection while pursuing his dream of providing a palm botanical lifeboat.

Garrin Fullington's garden was begun 17 years ago on what was then lava rock and scrub forest 16 miles SE of Hilo. His landscape design includes a wide variety of palms from all over the world. Garrin's garden displays his interest in tropical fruit trees, tropical flowering trees, orchids, bromeliads, tropical rhododendrons, tree ferns, and water gardens, all of which were such a great challenge in the San Francisco area that he decided to move to Hawaii. The garden has lawn and jungle-like areas that reflect the plants' appearance in natural habitat.

Above Hilo, another private six-acre garden will be entered by walking down the long driveway, bordered by mature *Archontophoenix alexandrae*. Between the palms is a vast array of bromeliads, aroids, heliconias and other tropicals. Bordered by a stream, the garden looks like an artist's palette, with color everywhere. Extensive landscape designs will be apparent. Some of the mature palms are: *Pelagodoxa henryana*, *Burretiokentia hapala*, *Johannesteijsmannia altifrons*, *Burretiokentia vieillardii*, *Itaya amicornum* and *Phytelephas aequatorialis*.

After returning to the hotel, dinner is on your own. Presentations will be given in the evening.

Saturday, May 15: The morning will be free to provide time to visit Hilo Town to see the busy Farmer's Market, a glorious display of Hawaii grown flowers and produce, the famous Ebasugawa Sisters' flower shop, the Tsunami Museum, the Lyman Museum, and to shop or visit other points of interest. **Lunch will be on your own.**

After lunch we will travel along a portion of the scenic Hamakua Coast to visit the private garden of Howard and Mary Ann

Rogers. Attendees of the IPS 1990 biennial will recognize this as the property formerly owned by the late Donn Carlsmith. Most of the palms were planted over 30 years ago and are now very large specimens. From the garden we'll have a view of the ocean in one direction and a view of Mauna Kea, a 14,000-foot mountain in another. A few of the palms to be seen are: *Alloschmidia glabrata*, three species of *Balaka*, a beautiful specimen of *Arenga engleri*, *Metroxylon amicarum*, a spectacular cluster of *Clinostigma samoense* and a palm recently named to honor Donn, *Dypsis carlsmithii*. The farewell dinner and presentations will bring the Biennial Event to its close.

Sunday, May 16: A breakfast buffet, included in the Biennial cost, will prepare those attendees for the optional and separately priced day at **Volcano National Park**.

Biennial attendees not participating in the optional Volcano Tour or not staying for the Post Tour depart Hilo for Honolulu and flights home.

Biennial Speakers:

Melany Chapin, Lyman Perry, Mick Castillo and Don Hodel will form a "Pritchardia Panel." Melany will take us on a "virtual expedition through Pritchardia country." Lyman will present slides on *P. lanigera*, Mick will cover *P. schattaueri* and Don will present information from his extensive studies of *Pritchardia*. Lyman and Mick will also talk about the rules and regulations regarding the endangered species. Should be a lively discussion!

John Dransfield, co-author of *Palms of Madagascar*, co-editor of the IPS journal *Palms* and head of the Royal Botanic Gardens, Kew, palm herbarium section will present "What's New in *Dypsis*."

Michael Ferrero, palm curator at Nong Nooch Gardens in Thailand will present "Palms of India, Sri Lanka & Burma."

Martin Gibbons, author of *Palms*, and Tobias Spanner are world travelers in search of rare palms. They re-discovered the "lost" *Medemia argun* in Africa. Their presentation will be "Trials and Tribulations in South America."

Andrew Henderson, Assistant Scientist at NY Botanical Garden and author of *Field Guide to Palms of the Americas*, will present "Field Guide to the Palms of the Old World, Africa, India and Indochina", a work in progress.

Don Hodel, co-author of *Palms and Cycads of Thailand* and *Palms of New Caledonia* and author of *Chamaedorea Palms* will present "Palms of Northeastern Mexico."

Will McClatchey, ethno-botanist at UH will present "Observations of Cultural Interactions with Palms in the Western Pacific Region."

Leng Guan Saw, research botanist from the Forest Research Institute Malaysia, Kepong, Kuala Lumpur, Malaysia will present "*Licualas* of Borneo."

Scott Zona, palm biologist at Fairchild Tropical Garden, co-editor of the IPS journal *Palms* will present "Palms of Papua New Guinea."

SPECIAL OPTION: (for May 16)

A most exceptional optional activity, **not** included in either the Biennial or the Post Tour cost, will be offered as a transition between Biennial and Post Tour weeks. Be sure to include this option on your registration form if you plan to attend.

Attendees who register for this option will travel to Volcano National Park for activities arranged especially for our group. The Volcano Art Center (www.volcanoartcenter.org) will present a

traditional hula and chant performance by Halau Hula Ka No'eau under the direction kuma hula Michael Pili Pang (www.hawaiiartsensemble.org) at the hula platform. This traditional stone platform, built for the practice and perpetuation of traditional hula and chant, overlooks Halema'uma'u crater, sacred home to Pele, the goddess of volcanoes.

Live demonstrations of craftsmanship, some using palm parts, will be a part of the event. Attendees will be encouraged to hone their skills under expert guidance.

Lunch will be catered at the Kilauea Military Center.

An expert guide will acquaint us with the Park's nursery area where native plants are raised for areas being rehabilitated.

A Park Ranger will join our group to guide us through significant areas of the park.

After returning to the hotel, dinner and the rest of the evening will be on your own.

POST TOUR

General Information: The Post Tour begins at the Hilo Hawaiian Hotel and will finish in Honolulu at the Pacific Beach Hotel where the Biennial began. **Please note that a maximum of 100 attendees can participate in the Post Tour 2004.** Registration will cease when we reach this number. **All prices quoted throughout are in US Dollars.**

Key Dates:

- May 16** Attendees arrive.
- May 17** Post Tour activities begin
- May 22** Farewell Dinner
- May 23** Breakfast Buffet will precede departures for returning flights.

Early Arrivals and Late Departures: For those not attending the Biennial, early arrivals may make reservations for the

designated hotel at the IPS reduced rate through Myrtle Hirano (See **Contacts For Information**), but such additional night's charges are not included in the registration fee and must be arranged and paid for by the attendees separately. Likewise, attendees can arrange late departures with additional accrued hotel fees being their responsibility. The registration fee only covers those accommodations described in the itinerary.

Those attending the Post Tour **only** should be sure that their flight bookings include arrival at the starting location, Hilo on the Island of Hawaii. Such cost is not included in the Post Tour cost.

Post Tour Locations: Three Hawaiian Islands will be visited. The tour begins at the Hilo Hawaiian Hotel, moves across the island to the dry side and the Keauhou Beach Resort, includes a flight to Kauai and the Radisson Hotel, and takes a return flight to Honolulu and the Pacific Beach Hotel. Botanical and private gardens in the widely varying microclimates, characteristic of Hawaii, will be visited. Expert guides have volunteered to accompany our visits.

Cost of the Post Tour: U.S. \$1112 per person, double occupancy and US \$1648 single occupancy. Registration fees include accommodations for 7 nights. Meals included in the cost are: 6-breakfast buffets, 6-lunches, and a farewell dinner. Also included is ground transportation from hotels to Post Tour activities as described in the itinerary, guides, some baggage handling and limited public liability insurance. Not included are personal expenses, such as laundry, telephone, gratuities, bar charges, other meals, trip insurance, transfer from hotel to airport at end of tour, flights and airport charges for all flights to and from the state of Hawaii. Hotel costs and meals for early arrivals (May 15 or earlier) or those staying the night of May 23 or later are NOT included in the Post Tour registration fee.

Hotels in Hawaii: Attendees will be staying at the following hotels and islands:

- May 16,17 **Hilo Hawaiian Hotel, Hawaii**
May 18 **Keauhou Beach Resort, Hawaii**
May 19,20 **Radisson Hotel, Kauai**
May 21,22 **Pacific Beach Hotel, Oahu**

Partial Registration: Partial registration is discouraged and no reduced rate for partial registration is being offered. Attendees with “special schedules” (i.e. partially attending the Post Tour) must pay the full registration fee and arrange their individual transportation to accommodate their specific needs. All others will be charged the regular fee regardless of where they plan their accommodations. If attendees arrive late or depart early, no refund will be made.

Post Tour Itinerary:

Monday, May 17: The Hawaii Tropical Botanical Garden, bordered by Onomea Bay, will provide expert guides from the garden. Among the many palm species are mature *Metroxylon amicarum*. Over 2000 species of diverse tropical plants may be found in this coastal valley garden. Spectacular floral and water garden displays along with a rugged coastline are just a few of the garden’s features.

On a nearby 85-acre private estate we will walk among an extensive planting of palms, ranging from the owner’s signature palm, *Clinostigma samoense*, lining a ridge, silhouetted against the western sky, to *Coccothrinax crinita*. Palms were planted 12–16 years ago and include an extensive collection of South American palms, which were started from seeds collected by IPS member De Armand Hull. The late Ken Foster served as a consultant to oversee the germination, care, feeding and locating of the palms.

Dinner is on your own with a free evening.

Tuesday, May 18: We travel to the coffee capital of Hawaii, the Kona side of the Big Island, pausing at the famous Punaluu Black Sand Beach, which includes such attractions as a Hawksbill Turtle nesting area and a native stand of *Pritchardia affinis*.

Moving on, we make a brief visit to Manuka State Park, a little known 25,000-acre natural area reserve, which will provide an opportunity to stretch our legs in a dry-land forest environment with nature trails and native *Pritchardia eriostachya*. Referred to as the “dry-side,” Kona averages about 14 inches of rain per year. Midday we arrive at the Keauhou Beach Resort, located next to a popular snorkeling beach. Endangered green sea turtles are usually feeding by rocky sections of the beach area. Lunch is included, but the rest of the afternoon and evening are free.

Wednesday, May 19: Breakfast on your own, this day only. After checking out of the hotel, we will visit three private gardens near Kailua-Kona. Our first stop will be at two adjacent, dry land gardens with a shared landscape design, which forms a setting for numerous palms and cycads. Several species of palms form an attractive, yet formidable barrier on the main street from which we enter a gated community. The entrance cul-de-sac wraps around a large monkeypod tree that provides an excellent focal point for an epiphytic garden. Understory palms are planted beneath the canopy of the tree.

One of the gardens is owned by Brian Lievens, a well-known landscape designer, who will guide our tour. Brian’s garden features a broad variety of species to showcase their features in landscape designs. Most of the plant selections were gathered by Brian and introduced into landscapes in Hawaii.

Next to Brian's garden, 5 acres belonging to Vern Magnuson features one of the finest, most extensive private collections of cycads in Hawaii.

A short bus ride takes us to the third garden, Koloko Cloud Forest, owned by a long-time IPS Director and our host, Norman Bezona. He will guide our group through his personal rainforest at the 3000-foot elevation. His garden includes a broad collection of understory palms, huge timber bamboo and lush tree ferns, interspersed with bromeliads and orchids. From here we will proceed to the airport for a flight to Kauai where the evening will be free for dinner on your own.

Thursday, May 20: The National Tropical Botanical Garden on Kauai includes the Allerton Garden and the McBryde Garden. (See *Palms*, Vol. 44(3) 2000 issue for more information on the NTBG. Our group will be touring areas of NTBG not normally open to the public. Rugged cliffs shield the valley gardens and the Lawai Stream, which meanders the entire length of the Lawai Valley until it meets the Pacific Ocean. The *Pritchardia* collection in the upper valley has been the focal point for intensive studies of the genus and numerous publications.

Dinner is on your own and the evening is free time.

Friday, May 21: "Jungle Dan," a major palm grower and landscaper near Kilauea, Kauai, will guide us through his nursery growing area and private palm collection. Entry through a wooded area will take us along a twisting trail beside a shallow ravine and through a mixed forest where palms come into view unexpectedly. The unpaved trail is narrow and can be slippery when wet, but the extensive growing grounds for the landscape palms are level and easily accessible.

Near Dan's is a beautifully landscaped garden that was scoured by the last hurricane in 1992. Owner and guide, Bill Dodge, will tell us about the garden's transition into its present enviable state. The transformation includes over 114 species of palms that are interspersed among collections of cannas, ti and many tropicals. Hale Manu is blessed with a favorable climate for palms and has been featured on television shows, *Star Gardens* and *The Victory Garden*, and published in *Country Living Gardener Magazine* among others.

The garden surrounds the owners' Bed & Breakfast facility.

Late in the afternoon, we will take a flight to Honolulu to stay in the Pacific Beach Hotel. Dinner is on your own and the evening free to view Waikiki's evening activities.

Saturday, May 22: We will visit the 60-acre Koko Crater Botanical Garden on the slopes and basin of Koko Crater on the southeastern corner of Oahu. To enter the basin we pass through an extensive collection of mature *Plumeria* and *Bougainvillea*. Inside the crater is a large collection of diverse plants. Geographically organized, the plantings include a section of dry-land palms from Africa, Madagascar and the Americas. Native *Pritchardia* species are separately located in the Hawaiian section.

A short bus trip will take us along the east coast of Oahu and over the famous Pali Highway to a scenic lookout from which a spectacular view unfolds. The ride ends at the "grand old lady" of the Honolulu Botanical Gardens, Foster Botanical Garden. Located near downtown Honolulu, this 14-acre garden features historical trees that were planted as far back as the 1850's. The collection of mature palms is outstanding. Saturday evening's farewell dinner will mark the official end of the Post Tour.

**REGISTER NOW
ONLINE AT
<http://www.palms.org>**

CONTACTS FOR INFORMATION:

IPS Website: In September 2003, the IPS website, www.palms.org will display 2004 Biennial and Post Tour information and a link to **on-line Registration**. As time and resources permit, additional links to sites to be visited during the 2004 Biennial and Post Tour will be added.

Registration and payment only.

Registration is available **on-line** for the first time through Allen Marketing & Management and the IPS. For on-line registration and payment, visit www.palms.org and select the Biennial Registration link.

If you do not use on-line registration, mail or fax your forms and payment to:

Mail Address:

Sally Hathaway
Allen Marketing & Management
PO Box 1897
810 East 10th Street
Lawrence, KS 66044-8897
USA

Fax: +1 785-843-1274

For information on registration, payment and refunds, contact Sally Hathaway at:

Email: ipsmeeting@allenpress.com

Phone:

(Within the USA) 1 800-627-0629 x223

(Outside the USA) +1 785-843-1235 x223

Specific questions on the itinerary:

Karen Piercy, Biennial and Post Tour Coordinator for the Hawaii Island Palm Society.

Email: ipsinfo@interpac.com

Karen cannot make bookings or reservations.

Extending accommodations at IPS rates before or after the Biennial and Post Tour hotels must be managed by Travel Professionals representative, **Myrtle Hirano**, who will be the sole contact for all hotels. Requests for **upgrades** must also be handled by Myrtle.

Email: mhtrvlproshilo@hotmail.com

Phone: +1 808-961-4715

Fax: +1 808-935-2851

Special needs/Handicap services:

Attention will be given to attendees with special needs or who are physically challenged. However, please be aware that certain inconveniences or limitations may arise from the physical nature of these events and difficult travel conditions.

Disclaimer, Itinerary Changes: Members of the Hawaii Island Palm Society have worked for more than one and a half years developing the framework for the itinerary. However, unforeseen weather, economic or political factors could necessitate changes in the plans or itinerary. Therefore, no absolute guarantee can be given that the itinerary and its activities as presented will be followed precisely.

Insurance: Neither the IPS nor HIPS offer health or accident insurance, trip insurance, or life insurance as part of these events. It is recommended that attendees pursue their individual insurance needs with their own insurance agents.

HOW TO REGISTER FOR EVENTS:

Attendee must be an IPS Member before registering for Biennial Events.

Do not combine payments for dues, books, etc. with your registration fee payment. Such payments will be returned to Attendee. Separate check or payment must be made for anything other than registration fees!

On-line registration is available through a link on the IPS website: www.palms.org On the IPS website, select the 2004 Biennial Registration link.

Mail-in or FAX Registration:

Attendees need to fully complete both sides of the enclosed Registration Form (attached as an insert in this Supplement to *Palms*) and mail or fax with payment to Allen Marketing & Management. See **Contacts for Information** section.

SPECIAL REGISTRATION PROCESS:

Attendees who are residents of the Islands of Oahu, Kauai or the Island of Hawaii only, who do **not** wish to stay at the IPS hotels **on their island of residence only**, may select a reduced rate, available on the Registration Form. Attendees who select this option must provide their own transportation in a timely manner to and from the hotel where bus arrivals and departures are scheduled to occur. No refunds will be granted if the attendees miss a bus.

The **Volcano National Park option** must be checked and the cost included in the total registration fee if you decide to participate in this special event. Under the "ADD SPECIAL OPTION" section of the form:

- If you selected "Biennial Meeting only", enter the appropriate cost on line(a) for the activity and line(b) for the extended night's lodging on May 16 and breakfast buffet on May 17.
- If you selected "Post Tour only", enter the appropriate cost on line(a) for the activity and line(b) for the early arrival night's lodging on May 15 and breakfast buffet on May 16.
- If you selected "Biennial Meeting and Post Tour", enter the appropriate cost on line(a) only. Your hotel and breakfast buffet is already included in your registration fee.

HOW TO PAY REGISTRATION FEE:

- **On-line** registration: MasterCard, Visa or American Express - Confirmation will be provided by email within 48 hours.
- **Mail-in registration for attendees living within the United States:** personal check, cashiers check, or money order made out to the International Palm Society; or Visa, MasterCard, or American Express.
- **Mail-in registration for attendees living outside of the United States:** personal check in US funds (with US counterpart Bank; i.e. cashiers check), international money order, Visa, MasterCard, or American Express.
- **Fax registration:** MasterCard, Visa, or American Express

Attendees may telephone or email Sally Hathaway to confirm that Allen Marketing & Management has received your registration material. (See **Contacts For Information.**)

REGISTRATION DEADLINE:

All registration forms and payments must be received by March 5, 2004 at the latest. If the number of registrants reaches the limit of 200 for the Biennial or 100 for the Post Tour, registration will close at that time. No registrations will be accepted after this date!

REFUND POLICY: We must pre-pay non-refundable deposits to some vendors. Therefore, strict refund policies described below apply to the 2004 Biennial and Post Tour Registration Fees paid to the IPS. This policy does not apply to any airline tickets or extended lodging booked separately by Attendee (outside the IPS Registration process). For the latter, check with your travel agent for refund policies.

- Refunds requested on or before March 5, 2004: Full refund minus \$150 administrative fee.
- Refunds requested after March 5, 2004 through March 31, 2004: 60% refund of amount paid.
- Absolutely no refunds allowed after March 31, 2004.

REGISTRATION FORM
IPS 2004 BIENNIAL AND POST TOUR
HAWAII

**COMPLETE BOTH SIDES FULLY AND CLEARLY, AND MAIL OR FAX WITH PAYMENT TO:
SEE BOTTOM OF NEXT PAGE; REGISTRATION WILL CLOSE WHEN LIMITS ARE MET;
ABSOLUTE DEADLINE IS MARCH 5, 2004.**

COMPLETE NAME (S) _____

ADDRESS: _____

COUNTRY _____ TELEPHONE _____

FAX (if available) _____ EMAIL _____

DATE _____ SIGNATURE(S) _____

I (WE) PLAN TO ATTEND THE 2004 (CHECK APPROPRIATE ITEM)

- | | |
|---|--------------------------|
| Biennial Meeting only (200 maximum) | <input type="checkbox"/> |
| Post Biennial Tour only (100 maximum) | <input type="checkbox"/> |
| Biennial Meeting AND Post Biennial Tour | <input type="checkbox"/> |
| Special Option (Volcano National Park - May 16) | <input type="checkbox"/> |

I WILL BE ACCOMPANIED BY _____ PERSON(S) (give number)

NAME(S) OF ACCOMPANYING PERSON(S) IS/ARE _____

REGISTRATION AMOUNT (in US Dollars):

BIENNIAL US\$1097 double occupancy X number of Attendees _____
 US\$1580 single occupancy X number of Attendees _____

BIENNIAL: OAHU AND HAWAII ISLAND RESIDENTS ONLY:
 US\$ 897 double occupancy (X number of Attendees) _____
 US\$1190 single occupancy (X number of Attendees) _____

POST TOUR US\$1112 double occupancy X number of Attendees _____
 US\$1648 single occupancy X number of Attendees _____

POST TOUR: OAHU, KAUAI, HAWAII ISLAND RESIDENTS ONLY:
 US\$ 962 double occupancy (X number of Attendees) _____
 US\$1348 single occupancy (X number of Attendees) _____

ADD SPECIAL OPTION (VOLCANO NATIONAL PARK)
(a) Travel, lunch and fees: US\$ 41 (X number of Attendees) _____
(b) Extra night: US\$ 68 double occupancy (X number of Attendees) _____
 Extra night: US\$121 single occupancy (X number of Attendees) _____

TOTAL OF ABOVE (amount paid/to be billed to credit card) _____

Do not include payments for dues, books, etc. with registration fees; make them separately.

IPS membership is required prior to registration.

(continued on reverse side. If faxed, please send both front and back sections, completed.)

METHOD OF PAYMENT OF AMOUNT ABOVE (CHECK ONE AND COMPLETE):

____ I have enclosed a personal check* or cashiers check or money order (international money order outside the US) in US Dollars made payable to **The International Palm Society** for the total amount indicated above on this IPS Biennial/Post Tour Registration Form and have completed this form in its entirety.
(*Notice: Checks must be in US Dollars and on a US Bank)

(OR)

____ I wish to charge the total amount indicated above, payable to **The International Palm Society**, to my:
(circle selection) Visa MasterCard American Express

Card Holder's Name as it appears on the Card (plainly) _____

Card Number _____ - _____ - _____ Expiration Date _____ / _____

Card Holder's Signature _____

RELEASE OF LIABILITY AND ASSUMPTION OF RISK:

I (we) am aware that during the 2000 IPS Biennial/Post Tour and its excursions or other trips in which I am participating under the arrangements of the *International Palm Society* and/or the *Hawaii Island Palm Society* and their agents or associates, certain risks and dangers may occur, including but not limited to, the hazards of traveling in mountainous or jungle areas, accident or illness in remote places without medical facilities, the forces of nature and travel by air, boat, automobile, or other conveyance. In consideration of, and as part payment for, the right to participate in such trips or other activities, services and food arranged for me by the IPS and all persons connected thereof, *Hawaii Island Palm Society* or their agents or associates, I have and do hereby assume all of the above risks and will hold them harmless from any and all liability, actions, causes of action, debts, claims, demands of every kind and nature whatsoever which I now have or which may arise of or in connection with my trip or participation in any other activities arranged for me by the entities named above. The terms hereof shall serve as a release and assumption of risk for my heirs, executors, and administrators and for all members of my family including any minors accompanying me. I have read and agree to the above conditions and release of liability and assumption of risk.

SIGNATURE(S): _____ / _____ DATE _____

PLEASE CHECK IF APPLICABLE: I have a handicap condition or special dietary or other needs that may/will (circle one) need attention. Please describe: _____

PLEASE READ AND UNDERSTAND THE REFUND POLICY above as it will strictly apply.

DOUBLE OCCUPANCY ROOMMATE SELECTION: Unless requested otherwise, random pairing of roommates will occur with double occupancy with same sex selection and attempts to match non-smokers with other non-smokers. Please make preference below:

I WISH TO SHARE A ROOM WITH (name of other Attendee) _____

I AM A Smoker Non-Smoker

I understand that information packets will be forwarded after March 5, 2004. I understand that it is my responsibility to obtain any health and accident or other insurance needed for these events.

MAIL OR FAX THIS COMPLETED FORM WITH PAYMENT TO:

Sally Hathaway
ALLEN MARKETING & MANAGEMENT
PO Box 1897
810 EAST 10TH STREET
LAWRENCE, KS 66044-8897, USA

FAX NUMBER: +1 785-843-1274