

2020 DELAWARE-MARYLAND SYNOD ASSEMBLY TIMELINE & DEADLINES

**Delta Hotels Baltimore Hunt Valley
245 Shawan Road, Hunt Valley, MD 21031**

Please post this timeline in a prominent place and adhere to the deadlines posted. Your cooperation enables us to make your assembly experience the best possible. Questions? Contact Cindy VanVliet, (410) 230-2860, cvanvliet@demdsynod.org.

March 16: Online registration opens for voting members and visitors (be prepared to register for all meals when registering).

April 1 Deadline: Reports for Bulletin of Reports (synod staff; conference deans; synod officers; mission teams; agencies; institutions and organizations; Nominating Report; Constitution/Bylaws Report) due – must be submitted through this link:
<https://forms.gle/odCLJ2SuEsCYYHTF6>.

April 15 Deadline: Requests for display, exhibit and vendor space due (form can be found online). Display space is free for synod mission teams and mission forces. Fee for exhibits is \$65.00 and fee for vendors is \$100.00. Request guidelines in advance from Justina Sergeant at jsergeon@demdsynod.org.

April 15 Deadline: Resolutions and memorials due to Justina Sergeant at jsergeon@demdsynod.org.

April 15 Deadline: Any materials that are to be posted on the website by May 1 are due to Julie Stecker at jstecker@demdsynod.org. This includes all materials that voting members need to study prior to their vote at Synod Assembly.

April 27 Deadline: Last day to reserve a room at Delta Hotels Baltimore Hunt Valley.

April 29 Deadline: Early Bird voting member and visitor online registration. See www.demdsynod.org under the Assembly tab (dropdown menu for 2020 Assembly).

May 1 Deadline: Notification of technological support needs for presentations with material to be displayed on screen in plenary. Please notify Pastor Ed Kay, Assembly Tech Chair, at ekay@stpaulslutherville.org.

May 1 Bulletin of Reports available to read on synod website, www.demdsynod.org.

May 1 Deadline: Requests for printed copies of the Bulletin of Reports, Cindy VanVliet, cvanvliet@demdsynod.org.

May 15 Deadline: Regular Rate voting member and visitor registration.

May 29 – May 30 SYNOD ASSEMBLY 2020