2019-09-20

Mr. Marcus Chambers  
Superintendent of Schools  
202A North Highway 85  
Niceville, FL 32578

Dear Mr. Chambers:

I am one of the committee members helping to put together the 2020 version of the annual Computer Tech Expo that has been held at the Northwest Florida State College for the last thirteen years. The upcoming 14th annual event is scheduled for 25 January 2020. Note the event is run by volunteers from the community, and, as of last year, a small fee is now charged for admission ($5.00) to defray expenses associated with the event (no fees are charged those with a student ID). The main expense was the new rental charges instituted by NWFSC for the 2018 event, which a small set of our volunteers paid for. We had to start charging the five-dollar admission fee in 2019 because it made no sense for us volunteers to pay for an event completely free to attendees but costly to the volunteer presenters. Current information on the event can be seen on our web site: <**https://computertechnwf.org**>.

This year the NWFSC wants us to pay about $1500.00 for this community event, and we are out of venue options. **We respectfully request your help in finding a solution for a free (or low-cost) venue in one of our local school buildings. If we can get such a venue, we may be able to make the event free again.**

Our requirements have been typically one large-space room for about 300 attendees and about 10 smaller classrooms for class sessions. We would love to have rooms with internet and digital projection capability, but we may be able to work around using some classrooms without such amenities.

Attached for your information is a flyer for the 2019 event—more event details may be seen on the website referenced above. Mr. Lofstrom and I am happy to meet with you any time if you wish to get more information about our community event.

Thank you for your attention.

With warmest regards,