NEW EDUCATION NEWSLETTER! Advanced Biofuels USA sends three newsletters Conference Calendar; Policy, Legislation, Regulations, Happenings; and a NEW Education Newsletter. All can be found archived on our NEWS page. And Click HERE to Subscribe to the new Education Newsletter (Free). Watch for it during the first week of each month.

Click here to subscribe to the others (also free).

Coming Advanced Biofuels Events

Click on event for more information.

Scroll below news articles for details and special deals for Advanced Biofuels USA readers.

2017

June

- International Intensive Biogas Training — June 20-22, 2017 — Dundee, Scotland
- ACS Summer School on Green Chemistry & Sustainable Energy — June 20-27, 2017 — Colorado School of Mines in Golden, Colorado
- Ethanol Summit 2017 — June 26-27, 2017 — São Paulo, Brazil
- Summer Institute for Climate Change Education — June 26-28, 2017 — St. Paul, MN
- Smart Cities Innovation Summit — June 26-28, 2017 — Austin, TX
- Oleofuels 2017 — June 28-29, 2017 — Krakow, Poland
- Bioenergy Institute for Educators (BIE) — June 26-30, 2017 — Madison, WI
- TSCA Reform — One Year Later — June 27, 2017 — Washington, DC
- Climate Action in International Aviation: Challenges and Opportunities for CORSIA — June 29-30, 2017 — Berlin, Germany
- Advanced Biofuels Course—Special Edition — Online until June 30, 2017

July

- International Solar Fuels Conference — July 6-10, 2017 — La Jolla, CA
- Engineered Carbon Reduction Listening Day: Advanced Strategies to Bypass Land Use for the Emerging Bioeconomy — July 8, 2017 — La Jolla, CA
- Bioeconomy 2017: Domestic Resources for a Vibrant Future — July 11-12, 2017 — Arlington, VA
- 2017 American Society of Agricultural and Biological Engineers Annual International Meeting — July 16-19, 2017 — Spokane, WA
- APRISE 2017 and DETC & Microgrid Design Summit — July 19-20, 2017 — Honolulu, HI
- BIO World Congress on Industrial Biotechnology — July 23-26, 2017 — Montréal, Canada
- Building the Northeast Bioeconomy: Making Connections — July 24-25, 2017 — State College, PA
- 4-H Renewable Energy Camp — July 24-28, 2017 — East Lansing, MI
- Cell-Free Synthetic Biology and Biocatalysis Listening Day — July 30, 2017 — Denver, CO
- Society for Industrial Microbiology and Biotechnology Annual Meeting and Exhibition 2017 — July 30—August 3, 2017 — Denver, CO

August

- Biodiesel Basics – A Tour of REG Madison — August 1, 2017 — Madison, WI
- SugarTech Indonesia 2017 — August 15-16, 2017 — Surabaya, Indonesia
- Crop Residues for Advanced Biofuels Workshop — August 15-17, 2017 — Sacramento, CA
- UC San Diego Extension’s Microbial Fermentation Workshop — August 16-18, 2017 — San Diego, CA
- Biochar: Production, Characterization and Applications — August 20-25, 2017 — Alba, Italy
• Metabolomics Conference 2017 — August 29-30, 2017 — Prague, Czech Republic

September

• 8th Annual Kingsman Asia Sugar Conference — September 7-8, 2017 — New Delhi, India
• 4th Annual Kingsman Miami Sugar Conference — September 11-13, 2017 — Miami, FL
• Energy Conference — September 11-13, 2017 — Des Moines, IA
• Mid-Atlantic Biomass Energy Conference and Expo: Building the Bioeconomy — September 12-14, 2017 — State College, PA
• RWM — September 12-14, 2017 — Birmingham, UK
• SugarTech Indonesia 2017 — August 15-16, 2017 — Surabaya, Indonesia
• 2017 Technology Challenges and Opportunities in Commercializing Industrial Biotechnology — September 17-19, 2017 — San Diego, CA
• BIO Latin America Conference — September 18-20, 2017 — Rio de Janeiro, Brazil
• 2017 BDC Fall Symposium — September 19-20, 2017 — Minneapolis, MN
• tcbiomass2017 — September 19-21, 2017 — Chicago, IL
• F.O. Licht’s Sugar and Ethanol Africa — September 19-21, 2017 — Nairobi, Kenya
• Sustainable First and Second Generation Bioethanol for Europe: Opportunities for People, Planet and Profit — September 26, 2017 — Brussels, Belgium
• 6th International Conference on Lignocellulosic Ethanol (6ICLE) — September 27-28, 2017 — Brussels, Belgium
• Christianson PLLP’s Biofuels Financial Conference — September 27-28, 2017 — Minneapolis, MN

October

• Sardinia Symposium 2017 — October 2-6, 2017 — Forte Village, Cagliari, Italy
• Global Sustainable Aviation Summit 2017 — October 3-4, 2017 — Geneva, Switzerland
• Palmex Indonesia 2017 — October 3-5, 2017 — Medan, Indonesia
• Defense Innovation/Energy/SBIR/STTR Summit — October 3-5, 2017 — Tampa, FL
• 10th Biofuels International Conference and Expo — October 4-5, 2017 — Edinburgh, Scotland
• European Forum for Industrial Biotechnology & the Bioeconomy (EFIB) 2017 — October 9-11, 2017 — Brussels, Belgium
• World Sugar Expo 2017 — October 11-12, 2017 — Bangkok, Thailand
• 2nd Global Soil Biodiversity Conference — October 15-19, 2017 — Nanjing, China
• ABLC NEXT 2017 — October 16-18, 2017 — San Francisco, CA
• RISI North American Conference — October 16-18, 2017 — Boston, MA
• BioCycle REFOR17 — October 16-19, 2017 — Portland, OR
• Brazilian BioEnergy Science and Technology Conference (BBEST 2017) — October 17-19, 2017 — Campos do Jordão, Brazil
- RENEXPO Poland — October 25-27, 2017 — Warsaw, Poland
- Algae Biomass Summit — October 29-November 1, 2017 — Salt Lake City, UT

November

- 17th International Sugar and Ethanol Conference — November 6-7, 2017 — São Paulo, Brazil
- SPARK2017 Edmonton — November 6-8, 2017 — Edmonton, Alberta, Canada
- F.O. Licht’s World Ethanol & Biofuels Conference and Ethanol Co-Products Forum — November 7-9, 2017 — Brussels, Belgium  Scroll down for discount information
- Scaling Up 2017: Making the Global Bioeconomy Mainstream — November 27-29, 2017 — Ottawa, Ontario, Canada

December

- 10th Annual Dupont Summit on Science, Technology, and Environmental Policy — December 1, 2017 — Washington, DC
- Aviation Carbon 2017 — December 4-5, 2017 — London, UK
- 7th Annual F.O. Licht’s Ethanol Latin America — December 5-7, 2017 — Antigua, Guatemala

2018

January

- 15th International Conference on Renewable Mobility “Fuels of the Future 2018” — January 22-23, 2018 — Berlin, Germany

March

- 3rd International Conference on Enzymology & Molecular Biology — March 5-6, 2018 — London, UK

April

- 5th USA Science & Engineering Festival Expo — April 7-8, 2018 — Washington, DC

On-Going or Regularly Scheduled Events
- Extension Programs: NewBio Webinars 2nd Tuesdays
- Ethanol Safety Seminars Various Dates, Locations—Responding to Ethanol Emergencies—Are you Prepared?
- TerraTech on VoiceAmerica Wednesdays at 6AM Pacific Time

Get more information on our home page: www.AdvancedBiofuelsUSA.org and in our Coming Events and More Coming Events lists.

See also CALL FOR PAPERS, a list of invitations to submit abstracts for presentations and posters.

### Telling YOUR Story: Requests for Speakers/Papers/Posters/Presentations

Deadline June 2017

- CALL FOR INNOVATIONS, ABSTRACTS; Defense Innovation/Energy/SBIR/STTR Summit — October 3-5, 2017 — Tampa, FL DEADLINES: June 29, 2017
- CALL FOR PRESENTATIONS Energy Conference — September 11-13, 2017 — Des Moines, IA DEADLINES: June 30, 2017
- CALL FOR ABSTRACTS and POSTERS; Biochar: Production, Characterization and Applications — August 20-25, 2017 — Alba, Italy DEADLINES: June 30, 2017 (posters)

Deadline July 2017

- CALL FOR ABSTRACTS; BioCycle REFOR17 — October 16-19, 2017 — Portland, OR DEADLINE: July 1, 2017

Deadline September 2017
CALL FOR PAPERS: RENExpo BiH — November 8-9, 2017 — Sarajevo, Bosnia and Herzegovina DEADLINE: September 1, 2017

Deadline May 2018


Uncertain or Continuing

CALL FOR PAPERS: 10th Biofuels International Conference and Expo — October 4-5, 2017 — Edinburgh, Scotland DEADLINE: uncertain

CALL FOR PRESENTATIONS — Algae Production Methods and Technologies DEADLINE: Continuing

Telling YOUR Story: Nominations for Awards, Recognition
For more information about award nominations opportunities, click here.

Please let us know about calls for nominations for awards related to biofuels. info@AdvancedBiofuelsUSA.org
To see who has been winning awards, check here.

Recent Activities, Articles
Read the latest by Advanced Biofuels USA correspondents here.

It’s Boating Season!
In a special piece for Advanced Biofuels USA, former U.S. Rep. William Delahunt, D-MA, gives boaters the credit they deserve for knowing the proper fuel for their boats’ engines. And for knowing the difference between fuel labeled E10 and fuel labeled E15.

He also provides useful information about MTBE, ethanol “attracting” water and phase separation.

If you need a refresher, take a look:
Boating, Biofuels and Dirty Politics

by William Delahunt* (Special to Advanced Biofuels USA)
Washington, D.C. is full of advocates. Some are very effective champions for important causes, but others get sucked into the maelstrom of competing special interests. Lately, I’ve seen …

Advanced Biofuels USA Response to US Pull Out from Paris Agreement

So much has been written panicking that the US will after a long process "unsign" the COP 21 agreement to mitigate climate change. Biofuels were not included in any US plans to decrease our carbon footprint. Yet, work on decreasing use of petroleum and other fossil-based fuels went on. And, as executive director Joanne Ivancic writes, innovation, research and search for investment will continue.

Have Faith that US Leadership in Advanced Biofuels Development Will Continue Regardless of Trump Administration Policy

by Joanne Ivancic* (Advanced Biofuels U.S.A) For the record, Advanced Biofuels USA has faith that the world will continue to develop technologies and products to address climate change, improve air quality, and develop truly sustainable, renewable …

Future Activities: Come See Us!

We will be covering the occasional events related to biofuels. Look for us!

Are You Reading This While at FEW? Or at the National Advanced Biofuels Conference & Expo? If Yes, Visit with Advanced Biofuels USA Board Member Doug Root While You Are There.

Now in its 33rd year, the FEW provides the global ethanol industry with cutting-edge content and unparalleled networking opportunities in a dynamic business-to-business environment. Co-located with the National Advanced Biofuels Conference & Expo, Advanced Biofuels USA board member, Doug Root, will be covering both of these events. If you see him, do stop and let him know what you are doing and how this organization can serve you.
Visit Advanced Biofuels USA Exhibit at EnergyPath 2017 — For Our Future: Carbon Reduction on July 27, 2017 in Center Valley, PA

Advanced Biofuels USA executive director Joanne Ivancic will present an overview of biofuels along with an update on local endeavors and information about the use of ethanol cook stoves at the July 27 symposium at EnergyPath 2017. Preceded by three days of Energy Camp, the symposium and exhibits cover a variety of renewable energy topics; and include student science fairs.

Come visit with Joanne and Pamela (Pandy) Rockwell at our information booth, courtesy of the Sustainable Energy Fund.

We will also have displays of ethanol cook stoves from Project Gaia. READ MORE

Visit with Michael Eggleston in October at EFIB, European Forum for Industrial Biotechnology & the Bioeconomy 2017

EFIB is THE market leading annual event in Europe for Industrial Biotechnology and the Bioeconomy and Michael Eggleston, one of our newest volunteers, will be covering this event for us during his year of study in the EU as he takes a break from research on bio-based batteries and expands his understanding of bio-based fuels, chemicals and products.

Let him know what you are up to these days and watch for his article about the conference in a coming newsletter. READ MORE: And see below for discount information.

Visit our Exhibit at the Keystone Farm Show from January 9-11, 2018 in York, PA

Thanks to the generosity of Lee Publications, Peggy Alpert, Bob Kozak and Joanne Ivancic will again staff the Advanced Biofuels USA exhibit at the “Farm Show for Farmers” in York, PA.

Always an opportunity to learn as much as we teach,
we look forward to seeing you at the farm show. For free admission ticket as our guest, email your request to info@advancedbiofuelsUSA.org

Upcoming Advanced Biofuels Conferences and Activities: Details, Discounts, Deals

Ethanol Summit 2017 — June 26-27, 2017 — São Paulo, Brazil

Launched by União da Indústria de Cana-de-Açúcar (UNICA) [Union of the Sugarcane Industry] in 2007 and held every two years, the Ethanol Summit is one of the world’s main events for renewable energy, particularly ethanol and products derived from sugar cane.

The meeting brings together entrepreneurs, authorities from various governmental levels, researchers, investors, suppliers and academics from Brazil and abroad. Participants attend almost a hundred lectures, presentations, discussions and debates, which take place in large plenary sessions, thematic panels and opening and closing ceremonies, as well as parallel events.

Oleofuels 2017 — June 28-29, 2017 — Krakow, Poland

Oleofuels 2017 will bring together senior representatives from the biodiesel, renewable diesel and HVO/HEFA industry to discuss all the latest market advancements, developments & business opportunities. The event will cover current key challenges and issues faced by the industry and provide in-depth discussions and analysis of today’s European & global policies and regulations, updates on feedstock availability & sourcing strategies, followed by cutting-edge technology & chemistry innovations, providing an informative and balanced approach for participants from across the entire supply chain.
**BIO World Congress on Industrial Biotechnology — July 23-26, 2017 — Montréal, Canada**

The BIO World Congress on Industrial Biotechnology provides a unique forum for business executives, government officials, academic researchers and industry leaders to share the latest advances in renewable chemicals, synthetic biology, enzymes, food ingredients, biofuels and more! [READ MORE](#)

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**SugarTech Indonesia 2017 — August 15-16, 2017 — Surabaya, Indonesia**

The 3rd edition of SugarTech Indonesia 2017 is Indonesia’s largest specialized sugar and bioethanol technology event that brings together an international congregation of sugar companies and also its supporting industries gathered in the city of Surabaya, Indonesia to showcase the latest developments in the world sugar and bioethanol industry. [READ MORE](#)

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**Metabolomics Conference 2017 — August 29-30, 2017 — Prague, Czech Republic**

Metabolomics Conference 2017 provides a platform to meet top notch experts in the field of metabolomics, systems biology, proteomics, transcriptomics, precision medicine & molecular biology to discuss molecular mechanisms by which genetic information is encoded in DNA. It would be a great opportunity for companies that are dealing in analytical instruments required for this field. It will also be benefitting to the students, researchers, scholars and others participants who will be participating in the world class international workshops, symposia and exhibition which will be directed by specialists in particular field. [READ MORE](#)
Energy Conference — September 11-13, 2017 — Des Moines, IA

Top energy experts, trend forecasters, and industry leaders will convene in the heart of renewable energy production to share timely information, best practices, and regulatory overviews. With a thoughtful balance of practical education sessions, profit-focused discussions, and valuable networking opportunities, this unique national conference creates the perfect chance for you to CONNECT, COLLABORATE and INNOVATE alongside global drivers and decision-makers from all leading and emerging energy sectors. The Energy Conference focuses on creating profit-driven opportunities that accomplish the goals of an energy independent future for America. The Third Annual Energy Conference will feature top energy experts, trend forecasters, and industry leaders sharing timely information, best practices, and regulatory overviews. **READ MORE**

F.O. Licht's Sugar and Ethanol Africa — September 19-21, 2017 — Nairobi, Kenya

F.O. Licht’s Sugar and Ethanol Africa brings together biofuel and ethanol producers, traders, sugar millers, technology companies, shipping and logistics companies and users of fuel, industrial and beverage ethanol. Take advantage of this unique opportunity to network and hear from key industry players from a region that offers huge potential for expansion and investment. Featuring specialists in ethanol plant design and operation, this is a must-attend workshop to improve your knowledge on the fundamentals of ethanol production, identifying the key factors in maximising production efficiency and implementing new technologies and finding out how best to run your plant in a sustainable and profitable manner. **READ MORE**

Sardinia Symposium 2017 — October 2-6, 2017 — Forte Village, Cagliari, Italy

Following the incredible success of Sardinia 2015 / Arts Edition, which saw the participation of 732 delegates from more than 70 different countries from all the continents, we are proud to announce the 30th Anniversary of Sardinia Symposia, the reference forum for the international community since 1987.

In line with tradition, the 16th edition of the conference will focus on advances of Waste Management science and technologies, presenting case studies and
discussing key controversial subjects, sharing experiences from different countries, and assessing social and economical balances.

Prior to the start of the Symposium, training courses will be offered by IWWG. READ MORE

Palmex Indonesia 2017 — October 3-5, 2017 — Medan, Indonesia

The 9th PALMEX Indonesia 2017 is the only specialized Palm Oil event in Asia that brings together an international congregation of both upstream and downstream palm oil companies and also its supporting industries gathered in the capital city of North Sumatera, Medan to showcase the latest developments in the palm oil industry.

North Sumatera, home to one of Indonesia’s largest concentration of oil palm plantations and also the presence of many supporting facilities such as palm oil processing plants making its capital Medan the perfect venue for the show. This unique event seeks to educate the public on the importance of the palm oil industry in Indonesia and the future trends of palm oil in the region. More than 7,000 industry professionals from more than 10 countries would be expected to turn up at this event. READ MORE

10th Biofuels International Conference and Expo — October 4-5, 2017 — Edinburgh, Scotland

Now that the European Commission has released its plans for biofuels post 2020 with RED II, the industry can plan and prepare accordingly.

Opportunities undoubtedly still remain as the sector evolves taking new legislation into account and renewable energy targets must still be met with governments committed to reducing their country’s GHG imprint. Biofuels will continue to play a crucial role in the fuel supply chain with current and new producers looking to improve their processes and search for new markets, whether that be aviation, marine or vehicle biofuels.

For the first time held in partnership with Bioenergy Insight conference & expo, it will focus on the latest developments in biofuels policy, international biofuels trading, sustainability, solutions for first generation producers, progress in advanced biofuels and information on feedstock pricing and trends. It’s a must attend industry event with many great networking opportunities. With over 200 attendees over 2 days of high level presentations and discussions it is an excellent opportunity to engage with the market and to highlight your company’s products and services. READ MORE
European Forum for Industrial Biotechnology & the Bioeconomy (EFIB) 2017 — October 9-11, 2017 — Brussels, Belgium

EFIB is THE market leading annual event in Europe for Industrial Biotechnology and the Bioeconomy.

Industrial Biotechnology is currently worth €23 billion representing just 6% in sales of the overall worldwide chemicals market. However, it is significantly out-performing the overall chemicals market at an impressive 20% annual growth rate and has the potential to become the dominant technology of tomorrow’s chemicals industry, representing a huge future opportunity.

Delivering on this opportunity will require significant investment, innovation and value chain development and most importantly new collaborations across the sector. Additionally we are faced with important challenges posed by high energy prices, the impact of the shale gas boom on the development of biobased chemicals markets and the ongoing need for predictable, coherent and supportive policy in the EU.

In order to understand and overcome these challenges and prosper in the industrial biotechnology market, industry experts throughout the vibrant and innovative biobased community come together to one central location every year to discuss the key issues and gain a snapshot of the most significant developments on scale up of commercial biorefineries around the world.

That location is the European Forum for Industrial Biotechnology & the Bioeconomy (EFIB), where delegates are provided with an update on the status and outlook of biobased industries. EFIB is proud to foster engagement between policy makers, a broad range of stakeholders connected with the existing biobased value chain and seeks to reach out to, and include, new interlocutors. READ MORE To get a 10% discount please use code EFIB17ABU when registering online via http://www.efibforum.com/register

ABLC NEXT 2017 — October 16-18, 2017 — San Francisco, CA

At ABLC NEXT, you’ll meet application and platform developers, investors, policymakers, end-use customers and channel & development partners for the newest technologies of the advanced bioeconomy: health, nutrition, AgTech, genetics, big data, robotics, fuels, chemicals and materials. This is the place where digital and physical technologies converge.

ABLC NEXT is a connected series of 5 conferences on the
most important issues in the Bioeconomy right now. These conferences-within-a-conference are:

1. The Advanced Fuels Summit - focused this year on Advanced Biomass Diesel, BioCrude, Advanced Alcohols and Alternatives to gasoline.
2. The Renewable Chemicals & Biomaterials Summit - focused this year on Novel Performance Chemicals and Advanced Packaging.
3. The Sustainable Brands Summit - the technologies deployed by major brands — and their deployment, communications and performance goals.
4. The Advanced Nutrition Summit - advanced products and technologies for human and animal nutrition — more food, better food, and more customer choice.
5. The BioFrontiers Summit - the 30 Most Compelling technologies and solutions ready for development and commercialization from leading technology developers and labs.

READ MORE

Algae Biomass Summit — October 29-November 1, 2017 — Salt Lake City, UT

The Algae Biomass Summit is the largest algae conference in the world. This is where leading producers of algae products go to network with industry suppliers and technology providers, where project developers converse with utility executives, and where researchers and technology developers rub elbows with venture capitalists.

READ MORE

F.O. Licht’s World Ethanol & Biofuels Conference and Ethanol Co-Products Forum — November 7-9, 2017 — Brussels, Belgium

The global meeting place for the ethanol and biofuels community. You’ll be alongside 500+ international executives with a stake in this industry, covering ethanol, all biofuels, biochemicals and providing biorefinery solutions. Be part of a truly global meeting place, bringing together representatives from over 60 countries, including ethanol and biofuels producers from 5 continents and a wide range of buyers. Network and do business with ethanol producers from around the world.

READ MORE Claim 20% discount using VIP code FKB274ADVUSA or by using the link:

https://goo.gl/KPkszX
17th International Sugar and Ethanol Conference — November 6-7, 2017 — São Paulo, Brazil

SAVE THE DATE  READ MORE


ACI’s Future of Biogas Europe 2017 Summit will be taking place in London, UK, on 15th — 16th November 2017. The two day event will bring together senior executives and experts from the full value chain to provide a forum for all parties active in the field of anaerobic degradation of organic matter and renewable energy production in the form of biogas. Power producers, technology providers, agricultural sector, food and beverage industry, waste industry and leading technology and solution providers are all impacted by the development of Biogas. The conference will provide a forum to discuss the latest challenges and developments making an impact on the industry.  Quote EBGe3MKTG when registering to claim special discount  READ MORE

Keystone Farm Show — January 9-11, 2018 — York, PA

The Keystone Farm Show is the fastest growing farm show on the East Coast! Started in January of 1998 to address the needs of agrimarketers in the Mid-Atlantic area, the show has nearly tripled in size! The Keystone Farm Show has been extended to 3 days to accommodate the increase in attendance. This show targets only full-time farmers in Pennsylvania, New Jersey, Maryland, and Northern Virginia. Since its inception, the Keystone Farm Show has tripled in number of exhibitors and uses all available space at the York Fairgrounds including the newly refurbished Heritage Hall. This show is only marketed to full-time farmers through the agricultural print media in the geographical area covered by Country Folks weekly farm newspapers.  READ MORE: Free admission for Advanced Biofuels USA readers. Request tickets from
info@advancedbiofuelsusa starting in November 2017.

You may have noticed that our website is looking good again. After a WordPress update, our old theme wouldn’t recognize paragraph spacing. Special Thanks to Jay Pipavat for making the fix at a fair price for this struggling nonprofit. He can be contacted at http://eastwestweb.com Email: jay@eastwestweb.com Skype: jay.pipavat88

Think of all we do. Please DONATE!

Advanced Biofuels USA relies on Individual Contributions, Corporate Donations, In-Kind Donations and the Work of Many Volunteers to enable this organization to promote the understanding, development and use of advanced biofuels and to inspire action.

You can now make a secure donation to Advanced Biofuels USA via PayPal by clicking on the "Donate" button above. It’s quick, easy and safe. Make it a year-long gift by making monthly installments automatically.

You can make your gift in memory or in honor of someone special. Just let us know. Call (301-644-1395) or send an email: info@AdvancedBiofuelsUSA.org. We’ll send a special card acknowledging your gift.

Don’t let this opportunity slip away! DONATE Now! Use the buttons and links or mail your donation to Advanced Biofuels USA, 507 North Bentz Street, Frederick, MD 21701. Thank you for your support.

You have received this newsletter because you indicated to us an interest in Advanced Biofuels USA. We hope you find it useful. If you want to stop receiving these occasional newsletters, just follow the instructions below.