

REGISTRATION FORM AND ROOM RESERVATION INFORMATION
THE AMERICAN LEGION-THE AMERICAN LEGION AUXILIARY-SONS OF THE AMERICAN LEGION – AMERICAN LEGION RIDERS
DEPARTMENT OF VIRGINIA SPRING CONFERENCE – MARCH 01-03, 2019
RENAISSANCE PORTSMOUTH-NORFOLK WATERFRONT HOTEL
425 WATER STREET PORTSMOUTH, VA 23704 (757) 673-3000

PLEASE READ AND FOLLOW THESE INSTRUCTIONS:

The registration fee of \$7.00, including persons sharing rooms, Juniors and Sons, must accompany this form.

YOU MUST BE REGISTERED TO ATTEND ANY FUNCTION OR REQUEST A ROOM.

ALFRED STEWARD (757) 573-3966 or email QUESTIONS to: AL at alfredsteward@aol.com

CONFERENCE REGISTRATION NUMBER

REGISTRATION – TO ATTEND THE CONFERENCE AND EVENTS: (PLEASE PRINT CLEARLY)

DISTRICT _____ POST _____ SQDN _____ UNIT _____

Reg Nr: _____ NAME: _____ (LEG/AUX/SAL) ADDRESS _____

Reg Nr: _____ NAME: _____ (LEG/AUX/SAL) CITY _____

Reg Nr: _____ NAME: _____ (LEG/AUX/SAL) STATE _____ ZIP _____ PHONE (____) _____

Reg Nr: _____ NAME: _____ (LEG/AUX/SAL)

NOTE: To register additional persons use separate sheet of paper

	# ATTENDING	COST PER PERSON	AMOUNT
REGISTRATION FEE	_____	\$ 7.00	\$ _____
PLUS EVENTS			
E FRIDAY NIGHT BINGO	_____	\$ 5.00	\$ _____
V SATURDAY BANQUET	_____	\$ 37.00	\$ _____
E SATURDAY DANCE	_____	\$ 7.00	\$ _____
N COMPLETE EVENT PACKAGE	_____	\$ 56.00	\$ _____
S PRIME RIB _____ or CHAMPAGNE	_____		\$ _____
CHICKEN _____ or FISH _____	_____		\$ _____
TOTAL (REGISTRATION FEE + EVENTS)			\$ _____

NOTE: Make your check for the events and Registration Fees payable to the **2nd DISTRICT ACTIVITIES COMMITTEE**

HOTEL RESERVATIONS

For the 2019 spring conference, guestroom reservation forms will not be mailed to the hotel.

There are two (2) options to make guestroom reservations:

Call the toll-free number 1-888-839-1775. This is a call center and does not go directly to the hotel. It is available 24 hours/7 days a week to make reservations. **YOU MUST IDENTIFY THAT YOU ARE ATTENDING THE AMERICAN LEGION SPRING CONFERENCE TO GET THE GROUP RATE.** Go to the Department of Virginia's website valegion.org and there will be a hotel reservation link to make a room reservation

- **Reservations must be made by January 28, 2019 for the group rate**

Reservations will be based on availability and are first-come, first-served basis. For any special requests, please contact Al Steward at 757-573-3966 or alfredsteward@aol.com

Group rate: \$104.00 + 14% tax=\$118.56 per day; Check-in time: 4:00pm Check-out time: 12:00pm

On-site parking is \$5.00 per car, per day for attached garage parking to the hotel

Mail completed conference registration form and checks for **CONFERENCE REGISTRATION ONLY TO:**
 c/o Al Steward, 4643 Fern Oak Court, Virginia Beach, VA 23462