

VETERANS OF FOREIGN WARS OF THE UNITED STATES

February 2009

Dear Post Quartermaster:

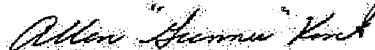
In accordance with Section 222 of the Veterans of Foreign Wars By-Laws "[e]ach Post shall register, in advance, at least one delegate to the National Convention by the payment of a fee in the amount of \$10.00."

The 110th National Convention of the Veterans of Foreign Wars will be held August 15-20, 2009 in Phoenix, Arizona. The convention is the supreme power of our organization. It provides the opportunity to show that we are a strong and vibrant organization, and where the delegates determine the course of action for the VFW for the next year. It is thus mandatory your Post have at least one registered delegate to show your support for the goals and objectives of our organization.

Enclosed you will find a registration form to list one or more members of your Post. Be sure to include each member's name, address and registration fee in the envelope provided.

Thank you for your support.

Sincerely,



Allen F. "Gunner" Kent
Adjutant General

AFK:VK

Encs:

cc: Department Commander
Department Adjutant



**Veterans of Foreign Wars
2009 National Convention
August 15-20, 2009**

PHOENIX HOUSING FORM

INSTRUCTIONS

Reservations can be made in one of the following ways:

INTERNET: Visit the VFW web site at www.vfw.org

TELEPHONE:

No telephone reservations will be accepted. For questions only, call VFW/Phoenix Housing Bureau at 602-452-6269.

FAX:

602-256-5292

MAIL:

VFW Housing Bureau
C/O GPCVB
400 E Van Buren Street, Suite 600
Phoenix, AZ 85004

DEADLINE

Reservations must be made by fax, mail, or internet by 7/13/2009 in order to guarantee convention rates.

ACKNOWLEDGEMENTS:

Please review all information for accuracy. The VFW Housing Bureau system will generate an emailed, faxed or mailed acknowledgement after processing. If you do not receive your acknowledgement within 14 days, please contact the VFW Housing Bureau immediately. You may modify or cancel your reservation on-line at www.vfw.org. You will not receive a confirmation from the hotel. Hotels receive reservation information after July 30, 2009.

TAX RATE and REQUESTS

All rates are per room and are subject to 12.27% tax (subject to change). Special requests cannot be guaranteed, however hotels will do their best to honor all requests based upon availability and will assign specific room types upon check-in based on availability.

ROOM DEPOSIT/GUARANTEE

will be accepted in the form of a check in the amount of \$99.00. Make check payable to: The VFW Housing Bureau and mail to the address above. Rooms can also be guaranteed with a valid credit card, expiration date, and authorized signature of cardholder. If the charge to the credit card is denied, we reserve the right to release your reservation.

CANCELLATION POLICY:

Cancellations after 7/13/2009 will be subject to a \$25.00 cancellation fee. If cancellation occurs within 72 hours of arrival, one night's room and tax or full check deposit will be forfeited entirely to the hotel.

GUEST INFORMATION

FOR BEST AVAILABILITY, MAKE YOUR RESERVATION
VIA INTERNET (www.vfw.org) OR BY FAX (602-256-5292)

Arrival Date _____ **Departure Date** _____

First Name: _____ M.I.: ____ Last Name: _____

E-mail Address: _____

Daytime Phone: _____ Fax: _____

If providing international numbers, please include country and city access numbers

Company: _____

Address: _____

Address 2: _____

City/State/Province: _____

Zip/Postal Code, Country: _____

HOTEL SELECTION

Each state/department has been assigned a hotel with an allocation of rooms. In the event the allotment has been filled, a room will be reserved at another VFW hotel based on your preference of rates or proximity and availability.


If hotel assignment is sold out, which is more important? (check one) _____ Room Rate _____ Location

State you reside in: _____

Room Type Requested: _____ **One Bed** _____ **Two Beds**

(Submit only one room request per form. Should additional forms be needed, please make copies.)

List all room occupants:

 Disability requiring special services

*Smoking rooms
Limited at Hyatt only.*
Smoking in a non-smoking
room at Wyndham or
Sheraton will result in a fee.

Special Requests:

DEPOSIT INFORMATION

All reservation requests must be accompanied by a credit card guarantee or check for a \$99.00+tax for deposit. Housing Forms received without a valid guarantee/deposit will not be processed. Faxed requests must include a valid credit card. Check deposits must be mailed with a completed housing form.

American Express Visa MasterCard Discover

Card Number _____ Exp. Date _____

Name on Credit Card _____

Cardholder's Signature* _____

*I hereby authorize The VFW Housing Bureau or any one of the participating hotels to process a charge to my credit card for each Room Deposit in accordance with the policies and information provide herein.

Check deposit for \$99.00 is enclosed and made payable to The VFW Housing Bureau. Mail housing forms to: The VFW Housing Bureau, 400 E Van Buren Street, Suite 600, Phoenix, AZ 85004-2290. Check deposits must be mailed and post marked no later than the deadline of 7/13/2009.

DEPARTMENT HOTEL ASSIGNMENTS

Sheraton Phoenix

Alaska
Colorado
Hawaii
Idaho
Kansas
Latin America/Caribbean
Montana
Nevada
New Mexico
North Dakota
Oregon
Pacific Areas
Utah
Washington
Wyoming
Connecticut
Delaware
Europe
Maine
Maryland
Massachusetts
New Hampshire
New Jersey
New York
Pennsylvania
Rhode Island
Vermont

Wyndham

Nebraska
South Carolina
District of Columbia
Illinois
Indiana
Iowa
Michigan
Minnesota
Ohio
South Dakota

Hyatt Regency

Texas
Wisconsin
California
Arizona
Missouri
Alabama
Arkansas
Florida
Georgia
Kentucky
Louisiana
Mississippi
North Carolina
Oklahoma
Tennessee
Virginia
West Virginia

**VFW 110th NATIONAL CONVENTION
PHOENIX, ARIZONA – AUGUST 15-20, 2009
NATIONAL CONVENTION HOUSING OPEN**

TO: POST ADJUTANT

FROM: National Convention Office, VFW

SUBJECT: ROOM RESERVATIONS FOR NATIONAL CONVENTION

Housing for the 110^h National Convention opened in January.

All members of your Post who desire to make room reservations for the National Convention are directed to use one of the following procedures:

- 1) Fax: 602-256-5292 (do not mail after faxing)
- 2) Internet: Visit the VFW website at www.vfw.org to access an on-line registration form
- 3) Mail: VFW Housing Bureau
c/o GPCVB
400 E. Van Buren St., Suite 600
Phoenix, AZ 85004

In order to take advantage of the special VFW Convention rates, be sure to book your reservation by July 13, 2009. All reservations require a valid credit card or check deposit for guarantee at time of confirming reservations. **Reservations received without a valid guarantee will be returned and will not be processed.** If you choose to guarantee with a check deposit, please include it with your housing request form and mail to the address provided above. All check deposits must be in the amount of \$99.

This housing procedure gives our membership the most efficient and effective method of making and ensuring room reservations in Phoenix.

The enclosed Housing Form may be duplicated.



VFW
VETERANS OF FOREIGN WARS
www.vfw.org

Convention Registration Sign Up Form Early!

Support VFW programs by registering members from your Post early. Any member in good standing should register for the convention. The \$10 advance registration fee entitles the member to a convention packet which can be picked up at the convention. Your Post is encouraged to register at least one member and one alternate member for each fifty members or fraction thereof.

Section 222 of the National

Bylaws and Manual of Procedure requires that each Post shall register, in advance, at least one member/delegate to the National Convention, by the payment of a fee in the amount of \$10. Posts failing to comply with this provision shall be considered delinquent and in arrears.

Convention packets not picked up at the convention won't be mailed unless a request is received in writing within 90 days following the convention.

Please type or print each member/delegate name, address, e-mail and member number on the spaces provided below.

Name	Address	E-mail	Member No.
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Registering all of your delegates ensures that your Post is entitled to vote at convention.

Mail completed form to:
Convention Registration
406 W. 34th St.
Kansas City, MO 64111
(816) 756-3390
\$10 per person check or money order
Please do not send cash.
Keep one copy for your records.

Quartermaster _____

Post No. _____