



DEPARTMENT OF VIRGINIA

SPRING CONFERENCE

HOSTED BY JAMES SLAY DET. 329

The Department Staff Meeting will be held at the Lakewood Retirement Community at 1900 Lauderdale Dr., Richmond, VA 13238. Hotel arrangements have been made at the Hyatt House Richmond West at 11800 W. Broad Street, Henrico, VA 23233

The date is April 30-May1, room rates are \$98.00 for studio king room type. The rates are subject to a 14% state sales tax. Cut off date for rooms is 04/16/2021.

Calling Central Reservations

The Central Reservations phone number is 1-888-591-1234. Once you are on the phone with them let the guest agent know the name of the wedding **Marine Corps League** along with the dates of your stay. From there they will be able to access the block with the right room types and rates.

Calling the Hotel directly

The direct hotel phone number is (804) 360-7021 extension 0. That will bring you directly to the front desk. Inform the agent the **Marine Corps League** and dates of your stay. This will ensure that you receive the discounted rate and correct room type.

Making an Online Reservation

To make your reservation online you will need the code “G-Mar2”.

<http://richmondwest.house.hyatt.com/en/hotel/home.html>.

On the right side of the homepage look for the spot to enter your stay dates. First select the dates, then below the date entry lines there will be a box called “Special Rates”. Click on the drop-down arrow with more options to choose. Select “Corporate or Group Code”. This is where you put the code “G-MAR2” and then press the check availability box it will bring up the event information.

Follow this link: https://www.hyatt.com/en-US/hotel/virginia/hyatt-house-richmond-west/ricxr?corp_id=G-MAR2

Enter your stay dates and the information will auto-fill.

Itinerary for Dept of VA Spring Conference

May 1 0700-1000 Breakfast in the Dining Hall

(Coffee & Donuts available during MTG)

0900-0915 Welcome, Greeting by Honored Guest(s)

0915-1100 Department of Virginia Spring Conference
Standard Order of Business and Election & Installation of
Dept Officers

1100-1245 Lunch Off-Site on your own

***1230-1300** MODD Pups report to Mad Dog...Woof,woof

1300-1430 MODD Virginia Pack Growl...

Uniform of the Day

UoD: Saturday's Dept MTG, Black Trousers (or Blue Uniform Trousers), Short-Sleeve Aviator, with MCL Red Cover. Those without uniform items may wear detachment polos with Red Cover.

UoD for Growl, Civilian Casual or MCL "Uniform of the Day"