

To: ALL VCOC CHAPTER PRESIDENTS  
From: YOUR VCOC "STORMING" TEAM  
DATE: 11 Jan 2016  
SUBJECT: OVERNIGHT HOTEL STAY ON SUNDAY 24 JAN 2016

PLEASE ENSURE YOUR CHAPTER MEMBERS ARE AWARE OF THE FOLLOWING DETAILS. THANKS.

Again for your convenience and savings of high downtown Richmond parking fee, VCOC has arranged for a hotel OVER NIGHT stay at the same hotel we've utilized in the past. This will also delete a second trip to Richmond for a 1<sup>st</sup> Q-VCOC meeting. The following details apply:

- Hotel: Holiday Inn I-64 2000 Staples Mill Road (just off West Broad Street). Phone (804) 359-6061 or (1-800) 315- 2621. If VCOC has 12 or more room reservations, there will be NO CHARGE (\$50) for Van service from hotel to GA Bldg. and return to hotel after "STORMING". NOTE: It is ESSENTIAL that VCOC members utilize the same Van NUMBER from the hotel and return to the hotel to ensure nobody is left at the GA Bldg. Sorry but if you miss your Van back to the hotel, it's your responsibility to get back to the hotel, SO PLEASE CHECK WITH YOUR MOAA VAN CAPTAIN AS YOU ENTER VAN FOR RETURN TO HOTEL. VAN assignments will be available during 1Q VCOC meeting Break or during a Reception after VCOC meeting (both will be held at the VWM). NO VAN SERVICE to VCOC 1st Q meeting or Reception.
- Reservations: Can start upon receipt of this document. Payment by credit card. Once you've made your reservation please contact Don Kaiserman (804) 338-3423 or e-mail: colonelsilverfox-i@msn.com as we need your input to arrange food/coffee, etc. in VCOC GA Conference room GA Bldg., Van assignments and for an added benefit (or room rate refund if VCOC reserves more than 15 rooms.
- Check-in: Starts at 12 noon Sun. 24 Jan.
- Check-out: 12 noon Mon. 25 Jan. check-out/clear your room (luggage in your car) prior to taking Van to GA Bldg. 1<sup>st</sup> Van to depart @ 6:00 A.M. There will be a 30-minute interval between each Van trip. If spouse plans to stay in the room past 12 noon, call the front desk for a check-out extension. Please give the VCOC Van Captain your name as you enter the Van for trip to GA Bldg.
- Room Rate is \$72.00/room (King or two Queen beds) plus room tax of 13.3%. Breakfast NOT included but free coffee is available in lobby @ 5:00 AM Monday morning. VCOC will have DANISH and coffee in VCOC Conference room at the GA Bldg. upon your arrival. Leave car at hotel and save \$\$\$\$\$. VCOC to call hotel to arrange return to hotel. Van pick-up at location as morning drop-off (9<sup>th</sup> St. side GA Bldg). Again check-in with VCOC Van Captain as you enter the same Van # you took from hotel to GA Bldg. If you have any questions, contact Don Kaiserman at phone/e-mail cited above. Have a safe "STORMING" trip and return to your home.

Your VCOC "STORMING" TEAM