



## ATLANTIC DISTRICT LWML 23<sup>rd</sup> BIENNIAL CONVENTION

Saturday, April 21 – Sunday, April 22, 2018

Crowne Plaza

3 Executive Boulevard, Suffern, NY 845-357-4800

### GENERAL INFORMATION

The Nassau and Suffolk Zones are your hosts for the 23<sup>rd</sup> Biennial Convention. **Registration will be between 7-9:30 a.m.** The convention will begin promptly on Saturday, April 21, 2018, at 10:00 a.m. with a worship service and will end on Sunday, April 22, 2018. You will be greeted by a hostess who will direct you to the Registration Area, once you have checked into the hotel for your room assignment.

### Guidelines for completing the Registration/Hotel Reservation Form

- Please type or print name, address, etc. **clearly**. Circle your position, i.e. Delegate, General, Pastors, etc.
- Delegate certification must be approved prior to registration.
- If you would like a different first name used on your name badge (for instance, Deb instead of Deborah), please put that in parenthesis after your given name.
- Each registrant must complete this form. **No more than three per room.**
- Hotel/meal package covers Saturday lodging, lunch, and banquet; Sunday breakfast and lunch. All meals are buffets.
- Check-in time is 3 p.m. You will be able to store your luggage upon early arrival on Saturday and after check-out on Sunday.
- Convention registration is **NOT** included in the hotel/meal package.
- **Room rates for Friday and Sunday evening, and Saturday morning do NOT include meals.**
- Please identify “special needs” where indicated on the registration form.
- Make sure to check off if you will be participating in the choir and/or attending the Meet & Greet on Friday evening.
- **All registrations must be received by March 23, 2018. No registrations will be taken at the door.**
- **Total amount for Registration and Hotel/Meal Package must be included** and all checks should be made payable to **Atlantic District LWML 2018 Convention**. Please note: A fee will be charged for all returned checks.