



VETERANS OF FOREIGN WARS

VFW 113th NATIONAL CONVENTION HOUSING

Reno, Nevada – July 21-25, 2012

Silver Legacy

TO: Department Adjutants/Quartermasters
FROM: National Convention Office, VFW
SUBJECT: Convention Housing
DATE: February 3, 2012

The housing assignments for the VFW 113th National convention have been finalized.

You may begin making suite reservations now. Note, we are using **The Housing Connection** (***Passkey housing provider***) out of Salt Lake City, acting as our housing bureau for the 2012 National convention. If you will be requesting a suite for your department, please fill out the attached suite request form and return to:

susie@housingregistration.com

(801) 505-4131 Direct Line

Fax: 801-437-0298

Suites are **first come, first served**. If you are making housing reservations (**regular rooms**) for your department staff/officers, please fill out the attached housing form and fax it to housing at: 801-355-0250. On-line access **will not be open the week of 2/13**.

Each hotel's policy is different with regard to food and beverage. To assist you with controlling expenses for your hospitality suites, the following Food & Beverage clause has been contracted with the hotel:

Food and Beverage

Hotel will provide special pricing of 20% over costs (hotel's actual purchase prices) of liquor, beer, and wine for hospitality suites for VFW Departments assigned to the hotel during the conference. Service charges to be charged on discounted pricing. In addition, hotel will provide special pricing of 10% off of food pricing for hospitality suite. In addition, hotel will allow persons attending the conference to bring food and beverages into their personal hospitality suites in a manner suitable to the hotel and to the VFW. Please provide department contact for hospitality suite to hotel no later than 90 days from convention dates if contact is different than Adjutant/Quartermaster of the department (addressee of this memo)

If you need to know the amenities for your hotel, the phone number is 775-325-7401.

Housing for the 113th National Convention will officially open in early February. The special convention rates (shown below) are available until June 15 or until our block of rooms sells out. If the blocks sell out, reservations will be on an availability basis. Please encourage early reservations.

Rates for:**Tax: 13.5%**

Single: \$110.96 (*includes resort fee, room tax, city fee*)
Double: \$110.96 (*includes resort fee, room tax, city fee*)
Triple: \$122.31 (*includes resort fee, room tax, city fee*)
Quad: \$133.66 (*includes resort fee, room tax, city fee*)

*Resort fee (**included in rate**) covers: round-trip airport shuttle (19 hours per day), both covered valet and self-parking, unlimited local and toll-free 800 phone calls, in guest room wireless internet, admission to the health spa and boarding pass printing at the bell desk or concierge desk.

SUITES:

Superior Spa Suite: \$129 + resort fee, + tax + facility fee

One-bedroom penthouse: \$279 + resort fee, + tax + facility fee

One-bedroom hospitality: \$229 + resort fee, + tax + facility fee

One-Presidential: \$254 + resort fee, + tax + facility fee

You may duplicate the housing form for general use in your Department. The housing bureau requires a **separate form for each room reservation**. Departments are urged to distribute information to Posts within their Department as well as having it reproduced and placed in Department publications. Please note a reservation form has been included in the annual election mailing.

No individual, other than the VFW Department, will be able to block more than 5 rooms under one name unless authorized by the VFW department.

Please be advised as a result of your final room block pick-up your department may be eligible for comp rooms based on the amount provided by the hotel contract (1/25). It is your responsibility to work directly with the hotels to determine the distribution of these comp rooms prior to your leaving the hotel at the end of the convention. **Per the contract with the Silver Legacy, the comp credits will be applied to the sub-block master accounts of each department.** There are no guarantees you will receive your comps if you do not handle this prior to leaving the hotel at the end of the convention.

cc: Department Commander
Department Sr. Vice Commander
Hotel Catering
The Housing Connection