

Secretary
WILLIAM R. LAMBERT
Route 4 Box 149
Grafton, WV 26354

JERRY FRENCH, V. P. CENTRAL
Route 1 Box 105B-2A
Flemington, WV 26437

CARL T. MOONEY, V. P. SOUTH
912 Ninth Street
Huntington, WV 25701

JAMES L. McINTYRE, JR. V. P. NORTH
128 Ash Street
Sistersville, WV 26175

Office of the President
VINCENT GURRERA
150 Elk Street
Weirton, WV 26062



West Virginia Elks Association

March 1, 2011

Treasurer
DARRY N. HARRIS
132 Charles Street
Clarksburg, WV 26301

BOARD OF TRUSTEES
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TO: Exalted Rulers *Elect*, Lodge Secretaries, District Deputy Designates, Grand Lodge Officers, Advisory Committee, State Officers and all interested Elks

Dear Members:

Arrangements are now complete for the Grand Lodge Convention to be held July 17-21, 2011 in Phoenix, Arizona. West Virginia and Pennsylvania State Associations have been assigned to the Phoenix Wyndham, 50 E. Adams Street, Phoenix, AZ 85004. The room rates, as negotiated by the Grand Lodge Convention Committee, will be \$109.00 per day plus tax for a total of \$126.50. Hotel parking is valet parking only for \$23.00 per day. Our hotel is two blocks from the Phoenix Convention Center.

IMPORTANT

All housing reservation requests for the West Virginia Elks **MUST** be made through the office of the West Virginia Elks State Secretary. The enclosed reservation form must be completed in its entirety and mailed, along with your **credit card information or check for \$ 123.46. made payable to the Phoenix Wyndam Hotel.**

(You may request a confirmation number by e-mail only. Enclose your e-mail on reservation form.)

Mail check and reservation form to
William R. Lambert, Secretary
West Virginia Elks Association, RR 4 Box 149, Grafton, WV 26354

BEFORE MAY 15, 2011.

NOTE: Transportation to Phoenix is the responsibility of each individual. **It is recommended to make your flight reservations as early as possible.** Transportation from the airport is provided by Super Shuttles (cost \$12.00 per person) or Taxis (cost \$18.00 to \$20.00). Parking at the Wyndham is only available as valet parking and costs \$23.00 per day. Across the street is a parking garage the cost is \$10.00 per day. The lot opens at 6:00am and closes at 8:00 pm.

Elks Care Elks Share

The social functions being planned for the West Virginia and Pennsylvania attendees will consist of an early morning breakfast on Monday for members only, and a formal cocktail party and dinner on Tuesday. The cost will be \$85.00 for members and \$65.00 for guests. Social function tickets will be handled through the West Virginia Elks State Secretary and will be forwarded to you prior to the Convention. **Checks for the SOCIAL FUNCTIONS should be made payable to the West Virginia Elks Association.** No credit cards accepted for Social Functions. Enclosed is the Order Form for the Social Functions. Fill out form and return to William R. Lambert, State Secretary, RR 4 Box 149, Grafton, WV 26354 with remittance.

The West Virginia And Pennsylvania Elks will have separate Hospitality Rooms. All hospitality suites are on the fifth floor of the Wyndham and all are the same size. West Virginia has been assigned Room 524 as their hospitality room. Vice President Carl Mooney will be organizing the West Virginia Hospitality Room.

OPENING SESSION

Sunday, July 17, 2011 - 8:00 p.m. – Phoenix Convention Center, 111 N. Third Street, Phoenix, AZ..

THE WEST VIRGINIA/PENNSYLVANIA BREAKFAST

Monday, July 18, 2011 - 7:00 a.m. sharp – Wyndham Phoenix Hotel—North Ballroom.

Prompt arrival is most important to insure that our members may be on time for the Opening Business Session at the Convention Center. **You must have your ticket for admission to breakfast.** (The Maryland, Delaware & D. C. Delegation will be joining us for the Breakfast.)

RECEPTION

Tuesday, July 19, 2011 - 6:30 p.m. – Wyndham Phoenix Hotel, South Ballroom

The reception will end at 7:30 p.m., at which time dinner will be served.

DINNER

Tuesday, July 19, 2011 - 7:30 p.m. – Wyndham Phoenix Hotel, North Ballroom

DD Designates will check tickets at reception entrance to be certain they have not been forgotten.

ATTIRE

Attire for the Monday morning breakfast will be informal, with business suit or blazer suggested. For the Tuesday evening cocktail party and dinner the dress will be optional, with white dinner jackets suggested, if available.

The 2011-2012 District Deputies will serve as door checkers for the various social functions and supervise their respective bartenders in the Hospitality Room. The 2011-2012 District Deputies will also see that the delegates get to the Convention Business Sessions and sit together throughout those sessions. The District Deputies will receive complete instructions at their annual spring meeting.

Our State Sponsor, PGER Lester C. Hess, Jr. will expect all delegates to report to their respective 2011-2012 District Deputies each day in order that an accurate roll call of the delegates can be taken for all sessions of the convention.

ADDITIONAL INFORMATION

1. The Grand Lodge headquarters hotel is the **Sheraton Phoenix Downtown Hotel**
2. The Sunday Evening Opening, Daily Business and Closing Sessions will take place in the
Phoenix Convention Center & Venues,
111 N. Third Street,
Phoenix, AZ 85004
3. The **NEW SEMINAR** for Special Deputies, District Deputy Designates, State Presidents, State Secretaries, and Exalted Rulers, will be held at the Phoenix Convention Center on Monday, July 18th.
4. The Exalted Rulers Ball will be held Wednesday evening, July 20th at the Sheraton Phoenix Downtown Hotel.
5. Ritual Competition will be held at the Phoenix Convention Center.
6. Registration and Exhibits will be set up at the Phoenix Convention Center.

Sincerely and fraternally,

Bill

William R. Lambert, Secretary
West Virginia Elks Association

CC: Lester C. Hess, Jr., PGER State Sponsor
Vince Gurrera, State President
Jerry French, Vice President Central

Enclosures (2)

ELKS NATIONAL CONVENTION

(JULY 17—21, 2011)

Phoenix Wyndham Hotel

50 East Adams Street

Phoenix, AZ 85004

WEST VIRGINIA ELKS—HOTEL RESERAVATION FORM

PLEASE FILL IN ALL INFORMATION

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: (____) _____ E-mail: _____ (for confirmation number)

LODGE NAME: _____ LODGE NBR.: _____

ARRIVAL DATE: _____ ARRIVAL TIME: _____

DEPARTURE DATE: _____ DEPARTURE TIME: _____

NUMBER OF PEOPLE IN ROOM: _____

TWO (2) QUEEN BEDS: _____ ONE (1) KING BED: _____

SPECIAL REQUESTS: _____ HANDICAP: _____ OTHER: _____

ALL ROOMS ARE NON—SMOKING

Cost of either choice of room is \$109.00 + 13.27% = \$123.46

(Additional \$20.00 per person each person over 2 occupancy in room)

Hotel REQUIRES ONE NIGHT'S DEPOSIT IN ADVANCE either by check or credit card.

_____ I will be paying deposit with a **CHECK** made payable to: **Wyndham Phoenix Hotel**

_____ I will be paying with a **CREDIT CARD**:

AmExp _____ MC _____ Visa _____ Discover _____

Full Name on Credit Card: _____

Credit Card Number: _____ Expiration Date: _____

Check in Time: 4:00 PM Check out Time: 12:00 PM (noon)

Please Fill Out This Form with One (1) Night's deposit included and Return by May 15, 2011 to:

William R. Lambert, Housing Chairman

West Virginia Elks Association

Rural Route 4 Box 149

Grafton WV 26354

**SOCAL FUNCTION
REGISTRATION FORM**

**WEST VIRGINIA & PENNSYLVANIA ELKS
GRAND LODGE CONVENTION
WYNDHAM PHOENIX HOTEL
50 EAST ADAMS STREET
PHOENIX, az 85004**

COST OF TICKETS

Member Tickets cost \$85.00—this includes Breakfast on July 18, 2011 plus Tuesdays Functions
Guest Tickets cost \$65.00—this includes Reception & Dinner Tickets for Tuesday, July 19, 2011.

Number of tickets:

Member Tickets _____ @ \$85.00 (This includes breakfast)

Guest Tickets _____ @ \$65.00 (Reception & Dinner Only)

Dinner Entrée Choice

_____ Guajillo Rubbed Chicken Breast or _____ Corn-crustcd Mahi Mahi with Tomato Masa

Amount of Remittance: \$ _____ (no credit cards for this event)

Make remittance payable to WEST VIRGINIA ELKS ASSOCIATION and mail with this form to:

William R. Lambert, Secretary
West Virginia Elks Association
Rural Route 4 Box 149
Grafton WV 26354

Mail Tickets to:

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

Lodge Name & Number _____

Phone Number: (____) _____