



**VFW 112^h NATIONAL CONVENTION HOUSING
San Antonio, Texas - August 27-September 1, 2011**

TO: Department Adjutants/Quartermasters
FROM: National Convention Office, VFW
SUBJECT: Convention Housing
DATE: February 17, 2011

The Indianapolis housing assignments are finalized. You may begin making suite/hospitality arrangements now by contacting **Jennifer Watkins, Convention Services manager**, Hyatt Regency San Antonio 123 Loyosa Street, San Antonio, TX 78205 210-362-6313 – Jennifer.watkins@hyatt.com Please be advised there are a limited number of suites available at the Hyatt Regency San Antonio. Therefore, the availability is on a first-come-first serve basis. If you are making housing reservations (regular rooms) for your department officers/staff, please fill out the attached form and fax it to housing at: 210-207-6702. On-line access **will not** be open until March 1.

Additionally, San Antonio hotels are either smoke-free or have limited smoking floors available. *Violators of no smoking policies may incur a penalty.* **Please review the hotel's smoking policy with your catering contact if this should be a requirement for your hospitality suite.**

If you need to know the amenities for your hotel, the phone number is 210-222-1234.

Housing for the 112th National Convention will officially open on **March 1, 2011**. The special convention rates (shown below) are available until July 19 or until our block of rooms sells out.

Rates for: Tax: 16.75%

Single: \$135
Double: \$135
Triple: \$155
Quad: \$175

Suites: 5 upgrades to 2-bedroom Riverbend Suites at \$135
2 upgrades to- 2-bedroom Regency Suites at \$270

Parking: \$15 self (*special negotiated rate*)
\$30 Valet

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.

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.

cc: Department Commander
Department Sr. Vice Commander, Hotel Catering, VFW Housing Bureau/San Antonio



**Veterans of Foreign Wars
2011 National Convention
August 27-September 1, 2011**



SAN ANTONIO HOUSING FORM

INSTRUCTIONS

Reservations can be made in one of the following ways:

INTERNET: Visit the VFW web site at www.vfw.org

TELEPHONE:
210-207-6734.
Mon-Fri, 8:00AM – 5:00PM, CST.

FAX:
210-207-6702

MAIL:
VFW Housing Bureau
203 S. St. Mary's St., Ste. 200
San Antonio, TX 78205

DEADLINE
Reservations must be made by phone, fax, mail, or internet by 7/19/2011 in order to guarantee convention rates.

ACKNOWLEDGEMENTS:
Please review all information for accuracy. The VFW Housing Bureau system will generate an emailed, faxed or mailed acknowledgement after processing. If you do not receive your acknowledgement within 14 days, please contact the VFW Housing Bureau immediately at 210-207-6734. Hotels receive reservation information after July 26, 2011. All changes or cancellations must be made through the VFW Housing Bureau until August 2, 2011. After August 2, all changes will go through the hotel directly.

TAX RATE AND REQUESTS
All rates are per room and are subject to 16.75% tax (subject to change). Special requests cannot be guaranteed, however hotels will do their best to honor all requests based upon availability and will assign specific room types upon check-in based on availability.

ROOM DEPOSIT/GUARANTEE will be accepted in the form of a check in the amount of \$150. Make check payable to: The VFW Housing Bureau and mail to the address above. Rooms can also be guaranteed with a valid credit card, expiration date, and authorized signature of cardholder. Check will be deposited within 7 days of receipt.

CANCELLATION POLICY:
All cancellations must be received by the VFW Housing Bureau on or before June 26, 2011 to avoid a \$50 cancellation fee. Once the hotels receive reservation information, all cancellations must be received at least 72 hours prior to arrival or one night's room & tax will be charged by your hotel. Your hotel may assess a fee for departure changes during or after check in.

GUEST INFORMATION (PLEASE PRINT)

FOR BEST AVAILABILITY, MAKE YOUR RESERVATION
VIA INTERNET (www.vfw.org) OR BY PHONE AT 210-207-6734.

Arrival Date _____ **Departure Date** _____

First Name: _____ M.I.: _____ Last Name: _____

E-mail Address: _____

Daytime Phone: _____ Fax: _____

If providing international numbers, please include country and city access numbers.

Company: _____

Address: _____

Address 2: _____

City/State/Province: _____

Zip/Postal Code, Country: _____

HOTEL SELECTION

Each state/department has been assigned a hotel with an allocation of rooms. In the event the allotment has been filled, a room will be reserved at another VFW hotel based on your preference of rates or proximity and availability.

If hotel assignment is sold out, which is more important? (check one) _____ Room Rate _____ Location

State you reside in: _____

Room Type Requested: _____ **One Bed** _____ **Two Beds**
(Submit only one room request per form. Should additional forms be needed, please make copies.)

List all room occupants:

Disability requiring special services Smoking Room ****
****Most hotels are now non-smoking, please check with your assigned hotel for their smoking policy. We cannot guarantee smoking room requests****

Special Requests:

DEPOSIT INFORMATION

All reservation requests must be accompanied by a credit card guarantee or check for a \$150 for deposit. Housing Forms received without a valid guarantee/deposit will not be processed. Faxed requests must include a valid credit card. Check deposits must be mailed with a completed housing form.

American Express Visa MasterCard Discover

Card Number _____ Exp. Date _____

Name on Credit Card _____

Cardholder's Signature* _____

*I hereby authorize The VFW Housing Bureau or any one of the participating hotels to process a charge to my credit card for each Room Deposit in accordance with the policies and information provide herein.

Check deposit for \$150 is enclosed and made payable to The VFW Housing Bureau. Mail housing forms to: The VFW Housing Bureau, 203 S. St. Mary's St., Ste. 200, San Antonio, TX 78205. Check deposits must be mailed and post marked no later than the deadline of 7/19/2011.

2011 DEPARTMENT HOTEL ASSIGNMENTS

Grand Hyatt

California
Massachusetts
Florida
Missouri
Arizona
Alaska
Colorado
Hawaii
Idaho
Kansas
Latin/America/Caribbean
Montana
Nevada
New Mexico
North Dakota
Oregon
Pacific Area
Utah
Washington
Wyoming
Connecticut
Delaware
Europe
Maine
New Hampshire
New Jersey
Pennsylvania

Marriott Riverwalk

Washington DC
California
Iowa
Maryland
New York
Rhode Island
Vermont

Marriott Rivercenter

Alabama
Arkansas
Georgia
Kentucky
Louisiana
Mississippi
North Carolina
Oklahoma
South Carolina
Tennessee
Texas
Virginia
West Virginia

Hyatt Regency San Antonio

Illinois
Indiana
Michigan
Minnesota
Nebraska
Ohio
South Dakota
Wisconsin