

**NATIONAL CONVENTION - PHOENIX, ARIZONA
AUGUST 22-28, 2008**

REGISTRATION INFORMATION & INSTRUCTIONS

Please read this information sheet entirely before completing registration forms. Forms are also available on the web at ww.ialegon.org/national_convention in fill able PDF and MS Word formats. All Registration Forms are due on June 15, 2008.

HOTEL RESERVATIONS: (FORM 1 - GRAY)

The Iowa Delegation will be housed in the Hyatt Regency Phoenix, 122 North Second Street, Phoenix, AZ 85004. The hotel is located adjacent to the Convention Center. Reservation form and deposit must be submitted to American Legion Department Headquarters no later than **June 15, 2008**.

The room rates single or double occupancy is \$95.00 + tax. There is a charge of \$25.00 + tax for each additional room occupant. Rollaway beds are provided at a rate of \$20.00 per night. Parking rates are \$15.00/day for self parking and \$19.00/day for valet parking. Parking rates are subject to change without notification. The current occupancy tax is 12.27%.

All Room Deposits will be for one night stay plus tax. **Deposit amount is \$106.66 for all rooms, for one or two occupants. Add \$28.06 for each additional occupant.** Please submit only ONE FORM and ONE DEPOSIT per room.

CONVENTION REGISTRATION & REGISTRATION FEES:

ALL National Convention attendees should pre-register as a Delegate, Alternate or Guest. Those who do not register will not have access to many of the Convention venues. **Those who do not register and pay registration fee before June 15 will be required to register themselves as a guest at National Convention.** Please use the guidelines below to determine which form to use and to whom your registration fees should be made payable:

- **AMERICAN LEGION DELEGATES/ALTERNATES:** (FORM 2 – BLUE)
All American Legion Delegates and Alternates must have registration fee paid no later than June 15, 2008 to American Legion Department Headquarters. Registration fee is \$15.00 for Delegates & Alternates. Use Form 2 – Blue.
- **AUXILIARY & JUNIOR AUXILIARY DELEGATES/ALTERNATES:** (FORM 3 – GOLD)
Registration fee is \$15.00 for Auxiliary Delegates & Alternates. Registration fee for Junior Auxiliary is \$35.00. All Auxiliary Delegates & Alternates and Junior Auxiliary must have registration fee paid before June 15, 2008 to American Legion Auxiliary Department Headquarters. Use Form 3 – Gold.
- **GUEST REGISTRATION FOR AMERICAN LEGION, AUXILIARY, AND SAL:** (FORM 2 – BLUE)
Those not registered as Delegates or Alternates for the Legion, Auxiliary, or S.A.L. are encouraged to register as Guests. Registration fee is \$15.00 and must be paid before June 15, 2008 to American Legion Department Headquarters. Use Form 2 – Blue.
- **SONS OF THE AMERICAN LEGION DELEGATES/ALTERNATES:** (FORM 5 – GREEN)
Sons of The American Legion Delegates & Alternates must register with the American Legion Department Headquarters before June 15, 2008. User Form 5 – Green.

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DEPARTMENT OF IOWA REGISTRATION AT NATIONAL CONVENTION:

Registration for the American Legion, American Legion Auxiliary*, and S.A.L. of Iowa will be held in the Moran Room (2nd Floor) of the Hyatt Regency Phoenix. Registration times are listed below.

THURSDAY	AUGUST 21	5:00 - 7:00 PM
FRIDAY	AUGUST 22	9:00 - 11:00 AM 5:00 - 7:00 PM
SATURDAY	AUGUST 23	9:00 - 11:00 AM

* Junior Auxiliary members will pick up your packets at National Junior Meeting Registration.

IOWA PARTY: (FORM 2 – BLUE)

SATURDAY, AUGUST 23, 2008 at American Legion Post #1, 364 N 7th Avenue, Phoenix, AZ 85007. Tickets are \$25. Tickets include round trip transportation between the Hyatt Regency Phoenix and the Post, a meal, two drinks, and entertainment. Tickets must be ordered in advance from American Legion Department Headquarters. Use Form 2 – Blue.

NATIONAL COMMANDER’S BANQUET: (FORM 2 – BLUE)

TUESDAY, AUGUST 26, 2008, 6:30 PM at the Phoenix Convention Center, West Building, Ballroom 301. Tickets are \$45.00 and are limited. Entertainment will feature the country music group “Heartland”. Tickets must be ordered in advance from American Legion Department Headquarters. Use Form 2 – Blue.

AUXILIARY LUNCHEON: (FORM 3 – GOLD)

TUESDAY, AUGUST 26, 2008, 12:30 PM. Tickets are \$30.00 and must be ordered in advance from American Legion Auxiliary Department Headquarters. Luncheon honors Unit Members of the Year and others. Use Form 3 – Gold.

STATES DINNER (NATIONAL PRESIDENT’S BANQUET): (FORM 3 – GOLD)

WEDNESDAY, AUGUST 27, 2008, 7:00 PM. Tickets are \$45.00 and must be ordered in advance from American Legion Auxiliary Department Headquarters. Use Form 3 – Gold.

<u>FORM:</u>	<u>PAYMENT TO:</u>	<u>MAIL TO:</u>
Form 1 – Gray	American Legion	American Legion
Form 2 – Blue	American Legion	American Legion
Form 3 – Gold	American Legion Auxiliary	American Legion Auxiliary
Form 4 – Tan	<i>Not applicable</i>	<i>See bottom of form</i>
Form 5 – Green	<i>Detachment pays fee - send no money</i>	American Legion