

SUNDAY, OCT. 1, 2017  
EXECUTIVE COMMITTEE  
MEETS IN "BOARD ROOM"  
7:00-9:00 PM

**VRTA FALL CONFERENCE**  
**OCTOBER 2-3, 2017**  
**DoubleTree**  
**Richmond-Midlothian**

MONDAY, OCT. 2, 2017  
BOARD OF DIRECTORS  
MEET IN "ANNA ROOM"  
9:00-11:30 AM

Note: Registration fees are per person. Each person attending the conference should fill out a registration form.

- 1. Registration:** Send a completed registration form and check for **\$60.00**, payable to VRTA, to Leigh McKay, 3025 McVitty Forest Dr., #209, Roanoke, VA 24018, postmarked by **Wednesday, September 20, 2017**.

The registration fee includes the organizational costs of the conference as well as the Monday Luncheon at 12:00 noon. Please indicate your choice of entrée for the luncheon.

- Coffee Grilled Chicken Breast
- Grilled Prime Rib of Beef
- Gluten Free—Grilled Salmon
- Vegetarian—Spinach and Mushroom Quiche

- 2. Room Registration:** Attendees make room reservations no later than **September 15, 2017** by contacting the Hilton at **1-800-222-Tree** or **804-379-3800**. Attendees request the Virginia Retired Teachers' Association rate of \$104.00/night plus state and local taxes. This rate is good for up to 4 people per room. Additionally, this room rate is good 3 days prior to our event and 3 days after our event.

**3. Personal Information for Registration:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
District and Unit: \_\_\_\_\_

**4. Emergency Contact:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

- 5. Banner/Scrapbook Information:** District and local banners to be displayed in the banquet room at the convention must be at the registration table by **10:00 AM, Monday, October 2, 2017** in order for them to be hung by the hotel staff. Units and Districts can bring their own stand.

- I am bringing a banner for District \_\_\_\_.
- I am bringing a banner for Unit \_\_\_\_\_.

Scrapbooks will be displayed on a table near the registration table.

Note: All VRTA members are required to pay the registration fee. Those of you that have a travel companion that is not a VRTA member, can invite your companion to attend the luncheon by paying an additional \$30.00 to cover the cost of their meal and service fees. Add the cost to the registration and indicate their meal choice as well as yours.