

**2024 VIRGINIA FCCLA
STATE LEADERSHIP AND RECOGNITION CONFERENCE – April 11-13
HOUSING FORM
On-Site Headquarters Hotel**

SEND THIS FORM (with page 2 list of names) DIRECTLY TO THE HOTEL:

DoubleTree by Hilton Virginia Beach

1900 Pavilion Drive

Virginia Beach, VA 23451

Telephone: (757) 422-8900

FAX: (757) 422-0039

Email: dgordy@doubletreevb.com

Housing Form Deadline Feb 15.

HOUSING FORM MUST BE FAXED OR MAILED OR EMAILED NO LATER THAN THE ABOVE DATE
TO RECEIVE GROUP RATE BASED ON ROOM BLOCK AVAILABILITY

1. Person responsible for group:

Name:		School:	
School Address:			
City, State, Zip:			
Adviser's Email:			
Adviser's Cell #:			
School Phone:		School Fax:	

2. Dates:

Check in date:		Check out date:		Estimated arrival time:	
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3. The first night's room and tax (per room) is required to confirm reservations.

<input type="checkbox"/> Check enclosed	Check amount:	\$		or credit card information:	
Credit Card #:		Card type:		Expiration date:	
Name on card:		Signature authorizing charge:			

All room types are available at the following rate:

\$145.00 plus 15% sales tax and \$2.00 per room occupancy tax for inclusive rate of **\$168.75** per room.

NOTE POLICY: Three-night minimum stay required. Any reservation not canceled within **7 days** of arrival will be charged one night's room and tax. (This change is approved by Virginia FCCLA due to large number of last-minute room cancellations preventing use of room by other schools on waiting list.)

PLEASE INDICATE IF ANY OF THE ROOMS MUST BE HANDICAP ACCESSIBLE.

Note: Due to limitations in numbers of rooms with two beds, **any room reservation for only two people will be placed in room with one king bed.** Quad rooms will be assigned on a first registration received basis. **No roll-aways are available.**

Bus Parking: Is available at the hotel. Indicate the number of buses: _____

PLEASE USE "PAGE 2" OF THE HOUSING FORM TO LIST NUMBER OF ROOMS AND PERSONS TRAVELING WITH YOUR GROUP ASSIGNED TO EACH ROOM.

Send PAGES 1 & 2 of this form directly to the hotel by the Feb. 15 deadline. Keep a copy for your records.

(Use this page for reserving rooms at all hotels – attach to selected housing form.)

FCCLA Conference Housing Reservation – Page 2

Name: <input style="width: 95%;" type="text"/>	School: <input style="width: 95%;" type="text"/>
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All hotels in the FCCLA block are non-smoking.

Circle Room Choice	Names of Participants	Arrival Date	Departure Date	Confirmation # (If booked already)
King bed room (1 bed) Double/queen room (2 beds) Non-Smoking				
King bed room (1 bed) Double/queen room (2 beds) Non-Smoking				
King bed room (1 bed) Double/queen room (2 beds) Non-Smoking				
King bed room (1 bed) Double/queen room (2 beds) Non-Smoking				
King bed room (1 bed) Double/queen room (2 beds) Non-Smoking				
King bed room (1 bed) Double/queen room (2 beds) Non-Smoking				
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King bed room (1 bed) Double/queen room (2 beds) Non-Smoking				
King bed room (1 bed) Double/queen room (2 beds) Non-Smoking				
King bed room (1 bed) Double/queen room (2 beds) Non-Smoking				

PLEASE INDICATE IF ANY OF THE ABOVE ROOMS MUST BE HANDICAP ACCESSIBLE.