

# AMERICAN LEGION NATIONAL CONVENTION HOUSING RESERVATION FORM

2023 NATIONAL CONVENTION—CHARLOTTE, NC AUGUST 25-31, 2023

Illinois Housing: Sheraton Charlotte Hotel 555 S. McDowell St. Charlotte, NC 28204 (Rooms will be assigned on a first come first served basis.)

**\*\* HOUSING DEADLINE: JULY 21, 2023 \*\***

(Please Print)

NAME: \_\_\_\_\_ Member of: Legion Auxiliary SAL (Circle one)

ADDRESS \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_ Email: \_\_\_\_\_

☐ **REGISTRATION ONLY** \* There is no charge if under the age of 18. \*

Registration fee of \$25.00 must be paid to Department for each adult that is to attend the National Convention regardless of housing arrangements. Those individuals who do not pay the registration fee with this form will be responsible for obtaining their own credentials.

## ADDITIONAL OCCUPANTS

NAME: \_\_\_\_\_ Member of: Legion Auxiliary SAL (Circle one)  
(If your name is listed above—DO NOT LIST HERE)

NAME: \_\_\_\_\_ Member of: Legion Auxiliary SAL (Circle one)

NAME: \_\_\_\_\_ Member of: Legion Auxiliary SAL (Circle one)

☐ **Under the age of 18 \***

PLEASE LIST NAMES and AGES

Name: \_\_\_\_\_ Age: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_

## OTHER APPLICABLE FEES:

Convention Registration Fee: **\$35.00**

Rollaway Rate: \$35 per day

Parking: Valet only \$25 per day.  
Self parking: \$20

Additional Occupant in Room: \$20 per day (Triple/Quad)

## PLEASE RESERVE THE FOLLOWING:

King (1-2 person) @ \$159.00 \_\_\_\_\_  
Arrival Date

Doubles (1-2 person) @ \$159.00 \_\_\_\_\_

ADA King (1-2 person) @ \$159.00 \_\_\_\_\_

Departure Date

SPECIAL INSTRUCTIONS: \_\_\_\_\_

ROOM RATE (First night): \$ 159.00

FIRST NIGHT ROOM RATE TAX (15.25%): \$ 24.25

REGISTRATION FEE (\$35 Per Person): \$ \_\_\_\_\_

**TOTAL : \$ \_\_\_\_\_**

PAYMENT METHOD: Check # \_\_\_\_\_ Make all Checks Payable to: American Legion Department of Illinois

Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_/\_\_\_\_ CVC # \_\_\_\_\_ Zip Code \_\_\_\_\_

## IMPORTANT NOTES:

**REGISTRATION FEE:** Each adult who will attend the National Convention must pay a registration fee of **\$35.00**. This includes Auxiliary. If the registration fee is not paid, you will have to obtain your own credentials once you arrive at National Convention. All registration fees are paid to the *American Legion Department of Illinois*, along with all first night's room and applicable fees (required by the Hotel).

**CANCELATIONS AND CHANGES:** All cancellations must be made in writing to the Department Adjutant and be in to *Department Headquarters by 4:30 pm on July 21, 2023*. If the cancellation is not in our hands by the date indicated, you will be responsible for the first night's lodging to the Hotel. Contact Department Headquarters Office with any changes.

**LATE HOUSING REGISTRATION:** You will need to make arrangements yourself and pay registration at the National Convention Center

**RETURN COMPLETED FORM TO:** American Legion Department of Illinois 2720 E. Lincoln St., Bloomington, IL 61704

NO CARBON REQUIRED

RETURN WHITE COPY TO: DEPARTMENT OF IL

KEEP YELLOW COPY AS RECEIPT