Grand Lodge Housing Chair
Joe Basil
PO Box 26
Raymond, WA 98577-0026
(360)942-8131 (C)
baz@willapabay.org

To: **All WSEA Grand Lodge Convention Attendees**

Subject: 154th **Grand Lodge Convention San Antonio, TX 2018**

Grand Lodge Convention will be held in San Antonio, TX starting Sunday July 1st through Wednesday July 4th, 2018.

It is each Lodge's responsibility to send their Exalted Ruler to the National Convention; however, it is the incoming Exalted Ruler's responsibility to complete the forms and see that the required funds are submitted to the WSEA Office by the March 23rd, 2018 deadline. It is imperative the registration form and check be received by the March 23rd deadline.

The Grand Lodge Convention **OPENING CEREMONY WILL TAKE PLACE AT 4:00 PM ON SUNDAY JULY 1st at the Henry B Gonzalez Convention Center 200 E Market Street San Antonio, TX.**

The Washington State Elks will be housed at the Grand Hyatt Hotel, 600 E Market Street adjacent to the convention center.

All room reservations must be made on the form which is provided with a first night room deposit of $126.99 plus the meal payment and activity fee for All ER's or Alternate. These room payments **MUST BE PAID BY CHECK TO THE WSEA OFFICE** and be received by March 23rd, 2018. Room rates are $126.99 Single/double occupancy per night which includes all taxes. **The hotel will NOT accept your individual reservations.** Standard rooms available are all non-smoking with a standard king or two double beds (NOT QUEEN) and every effort will be made to accommodate your desires (e.g. king or two doubles, ADA handicapped or other special needs). All efforts will be made to house the Washington Delegation on the same and/or adjacent floors.

This year is the 150th anniversary of the Elks and a "Grand" party will take place immediately following the opening ceremonies. There will be big name entertainment. As most all of you know, Michael Luhr from our sister state of Alaska will be Installed as the Grand Exalted Ruler during this convention and PSP Sandy Barber will be installed at Grand Esteemed Leading Knight. Everyone is invited to participate in the Celebration Parade that occurs during the session on Monday, July 2nd. More Celebration Parade details will be provided as the convention nears

We want to make your trip to the Grand Lodge Convention an enjoyable one and will try to accommodate your needs as best we can. Your cooperation in filling out the forms completely and returning them prior to March 23rd, 2018 will assist us to that end. Your mode of travel to San Antonio is strictly up to you, however, since most of you will be flying; make your reservations early to get the best rates and to arrive in time to attend the 4:00 PM Opening Ceremony on Sunday July 1st, 2018. San Antonio has a lot to see including the River Walk and the Alamo. Plan accordingly.

If you have questions regarding housing please contact me at the numbers and addresses listed above. **Our hospitality room will be hosted by Sergeant at Arms Jessica Howes along with WSEA President John Fry.** This entire packet of information and registration form will also be found on the Washington State Elks website.

Fraternally,

Joe B

Joe Basil, Chair
WSEA Grand Lodge Housing Committee

GRAND HYATT SAN ANTONIO (Headquarters Hotel)
600 East Market Street
San Antonio, Texas
154th Grand Lodge Convention
San Antonio, TX
July 1-4, 2018

WSEA REGISTRATION FORMS AND CONVENTION OVERVIEW

PLEASE READ THE INSTRUCTIONS ON EACH FORM CAREFULLY.

Hotel Information

- **Location:** The Washington Delegation is housed at the Grand Hyatt San Antonio.
- **Amenities:** The Hyatt provides complimentary high speed wireless internet, individual climate control, in room safe, refrigerator and many other items. A trip down the escalator takes you right past Ruth's Chris Steak house and puts you at the famed San Antonio River Walk.
- **Room Costs:** Standard room costs per night are $126.99 per night (tax included) single King or two doubles (not queens). Additional charge for more than two people in a room.
- **Parking:** Parking is not free however it has been discounted to $10.00 per night for self-parking and $25.00 for valet per day. As always, if you are renting a car, make your reservations well in advance.
- **Credit Card vs Debit Card:** If you don't have a credit card then your **debit card** will be charged an up-front fee. Make certain you have enough funds in your account for this deduction
- **NO SHOWS-** If you are a no show, you will lose the first night deposit and your entire reservation will be canceled. You must contact Joe Basil if you are delayed.

Other States in the Grand Hyatt Hotel

- Alaska, Idaho, Oregon, MD, DE & DC, New Jersey, North Carolina, South Carolina & Tennessee

Registration for Attendance

- **ALL HOTEL REGISTRATIONS MUST BE MADE THROUGH THE WSEA OFFICE. NO EXCEPTIONS. The hotel will not accept individual registrations.**

- Registration packets will be distributed at the January Mid-Winter Convention for All Grand Lodge attendees (Exalted Rulers, State Representatives, District Deputies Designates, and other interested Elks.) Please complete the Registration Form and return to the WSEA Office by **March 23rd, 2018. It is imperative the registration form be received by the March 23rd deadline.**

Ground Transportation

- No service is provided from the Hyatt Hotel. The airport is about 9 miles from the hotel. Ground transportation is located curbside in front of Terminal A & B baggage claim area. Uniformed transportation agents (wearing red shirts) can describe the various services. Uber and Lyft are also available or you can take a cab. The ride to the Hyatt doesn't take much time.

- Rental cars: Available at reasonable rates, however taxes and service charges can add a substantial additional cost. If you rent, book early and search various sites for the best deals.

Washington Hospitality Room

- Upon checking in you can ask the front desk clerk the room number and location of the Washington Hospitality Room.

- WSEA President, John Fry along with Sergeant at Arms Jessica Howes will oversee the liquid refreshments, food and staffing in the hospitality room for your relaxation and enjoyment. If you have something from your area that you think might be a big hit in the hospitality room please contact Sgt. at Arms Jessica with your suggestion.

- After you check into the Hyatt, please go to the Washington hospitality room as soon as possible so that we can record your contact information. The front desk will be able to give you the room number. We require this information for several reasons:

  1. In case of emergency.
  2. So that we know that you have arrived.
  3. So our information correlates with the hotel registration information for billing and accountability purposes.

Hospitality Room Hours

- The Hospitality Room will be open for the Washington Delegation beginning Saturday, June 30th, at noon. Please check the posted schedule in the Hospitality Room for hours of operation. The room will be closed during Grand Lodge Opening Session on Sunday and for a part of the 150th Grand Celebration that begins immediately following the Opening Session.

- This room is for all Washington Elks, their spouses and guests to relax visit and have some refreshments. Please feel free to invite other Elks into our room and remember to greet all that come thru the doors. If you bring guests to the room please remember to stay with them until they leave. Please don't hammer guests with raffles and other drawings. If they react to a sign advertising the selling of calendars or other items then take care of their questions. We are there to have a good time and show Washington's hospitality to visiting Elks. HAVE FUN!

PLEASE CHECK DAILY FOR ANY NOTICES & SCHEDULE CHANGES
WHICH WILL BE POSTED IN THE HOSPITALITY ROOM

WSEA Hospitality Room Attire

- Please wear appropriate dress while relaxing in the hospitality room. Please no bathing suits, short-shorts, cut-offs, tank tops or t-shirts with offensive language. We will be hosting guests periodically and we are all representing the State of Washington, so dress accordingly. Wear only clothing with logos on them that are tasteful. **If you are unsure of the proper dress, check with your District Deputy Designee.**

← **Note: This is not considered appropriate attire!**

CONVENTION ATTENDEES DRESS CODE

Elks/Delegates

- The **Official Dress** for **all Grand Lodge functions** including **Opening Session** & **all Business Sessions :**

- ✓ WSEA Green Jacket w/state tie
- ✓ Black Belt and Black Slacks
- ✓ White Shirt
- ✓ Black Shoes
- ✓ Black Socks

Note: Shorts are unacceptable attire for any Grand Lodge Function or Activity.

Non-Elks, Spouses & Guests

- If you have them, please wear the WSEA green jacket with white shirt, black slacks or skirt. This dress is appropriate for attendance at the Grand Lodge Opening Session and Celebration that follows and all other Grand Lodge Sessions that are open to spouses and guests. If you do not have this attire, a casual dress, skirt or slacks, sports coat and suitable top/shirt is acceptable.

- This year for the Exalted Rulers Ball the white summer dress jacket/tuxedo pants is optional. A dark business suit for the gentlemen and an evening gown or long dress for the ladies is appropriate; you will see everything from the simplest to the most exquisite in dress for this affair.

WSEA President, Grand Lodge Officers & Committee Members and District Deputy Designees

- In addition to the standard WSEA dress, the above and their spouses will have special functions to attend that require special dress such as summer formal (white dinner jacket/tuxedo, etc.).

OTHER GRAND LODGE ACTIVITIES

Ritual Contests:

- Ritual contests will be held at the Henry B. Gonzalez Convention Center. Time allowing, let's watch and support the Yakima team who will represent our state. Check the ritual schedule upon arrival for the time, location and date for the ritual contests.

ASEA Open House and Presidents Reception:

- **The Alaska Open House and Pin Trading will be held on Monday July 2nd from 1:00 PM until 3:30 PM**. This event is where our sister state from the north exchanges dog sled pins and serves up Alaskan fare from reindeer sausage to smoked salmon. **We want to make a point of supporting our northern neighbors but remember not to take advantage of their hospitality.**

Fraternal and Fun Supplies

- You may have already received, or will receive invitations from companies that sell fraternal supplies. Do plan to visit their booth at the Convention Center and take your guests. It is an excellent opportunity to purchase gifts for your Lodge Officers or Elk friends and relatives.

GRAND LODGE CONVENTION SCHEDULE INFORMATION

(THIS SCHEDULE IS SUBJECT TO CHANGE SO LOOK FOR UPDATES ON LINE)

General Information

- The **Grand Lodge Headquarters Hotel** is the **Grand Hyatt 600 East Market Street,** and the site of the following functions and activities:

- District Deputy Designate Seminar — Monday July 2nd at 1:00 PM

  - **Exalted Rulers' Ball - Grand Hyatt Tuesday Evening July 3rd from 7-11 PM**

- The San Antonio Convention Center is the site of the following functions and activities:

❖ Sunday Afternoon Opening Ceremony	**Sunday July 1st from 4-6:00 PM**
❖ 150th Anniversary Celebration (food/drinks available)	After opening ceremony
❖ Registration & Exhibits at the Convention Center Hall 3	Sat. – Wed
❖ Daily Business Sessions	8:00 AM Mon-Tue-Wed
❖ Ritual Competition at Convention Center	TBA

- ❑ Shuttle bus service will be available during the convention. Check signs at all hotels for schedule.

DAILY SCHEDULE & INFORMATION

Saturday & Sunday June 30th Sunday July 1st

- ❑ Upon arrival, get your credentials as soon as possible. Registration opens on Saturday at the Henry B Gonzalez Convention Center, 600 East Market Street, San Antonio.
  - ❖ The Registration process has changed with registration now being available online at www.elks.org by credit card at a fee of $50. Onsite registration will be $60 and credit cards will be accepted.
  - ❖ There is no fee for Non-Elk Spouses/Guests, however; they must be registered to gain admittance.
  - ❖ **The Sunday Afternoon Opening Session begins at 4:00 PM SHARP in the Convention Center.** You should try to arrive early so that you can sit as a group and try to sit with the Alaska delegation if seating is available.
  - ❖ **150th Anniversary Celebration** will follow the Opening Ceremony on Sunday, July 1st. Remember this event will offer "Big" name entertainment plus food and drink for purchase.

- ❑ **Except for the aforementioned obligations, Saturday & Sunday, prior to the 4:00 pm Opening Ceremony, are free days, so enjoy the sights and special activities provided by the City of San Antonio. There are many fine dining establishments in the surrounding area. Please make sure to check the Ritual Schedule and support our Yakima Lodge.**

Monday – July 2nd

- ❑ **8:00 AM SHARP, Business Session begins**
  Your District Deputy Designee will have your seating saved at the Convention Center and will take attendance **EVERY DAY**. Seating will be with the Alaska Delegation. This seating arrangement will apply for all of the Grand Lodge Business Sessions.

- ❑ Alaska's Open House: 1:00 pm – 3:30 pm, Open House and President's Reception. Place still to be determined. **Support our northern neighbors.**

- ❑ District Deputy Designee Seminar will be held at the Grand Hyatt Hotel at 1:00 PM.

Tuesday - July 3rd

- ❑ **8:00 AM SHARP, Business Session begins ELKS/DELEGATES WILL NOT BE ADMITTED WITHOUT BADGES & VOTING CREDENTIALS SPOUSES/GUESTS ARE INVITED TO ATTEND (WITH BADGES) but will be seated in an area for non-credentialed attendees. Always have your Membership Card with you.**

- ❑ Exalted Rulers' Ball – Grand Hyatt 7-11:00 PM Summer Formal Optional

Wednesday - July 4th

- **8:00 AM SHARP,** Final Grand Lodge Business Session begins.
  - Spouses/Guests are invited to attend. Note: Convention Badges are required.
- 9:30 AM – Installation of Grand Lodge Officers and District Deputy Designees including new Grand Exalted Ruler Michael Luhr and Grand Leading Knight Sandy Barber
  - Spouses/Guests are invited to attend. Note: Convention Badges are Required
- 11:00 AM – Grand Lodge Session adjourns

Note: All Delegates are urged to reconfirm dates, times and places in the schedule given at the time of Registration and daily in the Hospitality Room.

Make certain to have your Membership Card with you and do not laminate it. When you go through registration the clerk will stamp your card signifying your attendance. Keep your card and credentials with you at all times.

Roger R. True
Past Grand Exalted Ruler
A Fraternal Organization

154th Grand Lodge Convention

Grand Hyatt Hotel
San Antonio, Tx
July 1st to July 4th, 2018

PRELIMINARY
LODGE BUDGET RECOMMENDATION
As approved by State Sponsor
Budget for
Exalted Ruler & Spouse

Travel (Round trip for 2 people @ $500 each	$1000.00
Housing (5 nights @ $126.99, see Housing Form)	634.95*
Per Diem (5 Days @ $100.00)	500.00
ER Activity Fee (275.00 if after March 23rd deadline)	225.00*
State Jacket and Tie	150.00
Registration See Below	**50.00#**
TOTAL	**$2559.95**

*Expenses for one night's room deposit and Activity Fee totaling $351.99 are payable and due to the State Office by March 23rd, 2018. **Late payments will be assessed an additional $50.00 per above.**

GER Reception pins.....Optional, many already purchased at DD clinic. This will gain you admittance to the Monday night GER Reception. $100.00 for one pin, $150 for Member & Spouse. Please consider support of our new GER Michael Luhr from ASEA.
For those purchasing the GER Reception Pin, send your **separate check** to the WSEA office made out to the ASEA Eager Fund. Thank you

Roger R. True
Past Grand Exalted Ruler

 # Registration is done on-line on the Grand Lodge Web-Site. You must register on your own, not through the State Office. This is *your* responsibility.

Badge Order
Washington State Elks Association

Send to:

TAGS Trophies
3643 Pacific Ave SE
Olympia, WA 98501

Phone: (360) 491-2525
Fax: (360) 438-0434
Email: service@tagstrophies.com

Men's #3 Fold Badge (2 ½" tall – longer back x 3 3/16" wide)

- Badge face white; letters green; 3 lines (1) Name (2) Title (3) Lodge name and lodge #
- Cut-out of WA –Face green; letters white with Washington State Elks Association engraved in Green State.
- Price $12.50 ea

Ladies Badge (1 ½" x 3)

- Badge face white; letters green; 4 lines (1) First name (2) Last name (3) Title (4) Lodge name & lodge #
- Magnetic back
- Cut-out of WA –Face green; letters white with Washington State Elks Association engraved in Green State.
- Price $14.50 ea

Name as you want it to appear on the badge: _____ _____
Office Title: _____or Spouse of: _____
Lodge Name: _____ Elks Lodge #: _____
Badges $ _____+ Shipping $ 4.50 = Sub Total $_____ +
Tax (Sub Total x Tax Rate) =$_____= Amount Enclosed $ _____

Tax:
Tax is calculated on the total order including shipping. Use the tax rate based on the city the badges are being shipped to.

Ship Badges to:

Name: _____
Address: _____
State/Zip: _____

(In case we need to contact you)
Phone #: _____
Fax: #: _____
E-Mail address: _____

CLOTHING ORDER FORM 2018

GOLF SHIRT - with pocket with **State Logo**- Colors: **Green or White or Red**

Sizes - M (38-40), L (42-44), XL (46-48), 2XL, 3XL

Size :_____ Color:_____ Qty: _____ X----------$25.00 $_____

DRESS SHIRT - with pocket with **State Logo**- Color: **Spruce Green or White**

Sizes - M (38-40), L (42-44), XL (46-48), 2XL, 3XL

Size:_____ Color:_____ Qty: _____ X ---------- $25.00 $_____

LADIES POLO W/TRIM - **State Logo**- Color: **Pine**

Sizes – S, M, L, XL, 2XL, 3XL

Size _____ Qty_____ X----------$25.00 $_____

LADIES GOLF SHIRT—with **State Logo**-Color: **White**

Sizes- S, M, L, XL, 2XL, 3XL

Size _____ Qty: _____ X ----------$25.00 $_____

THERAPY POLO (Mens)- Color: **White or Purple**

M (38-40), L (42-44), XL (46-48), 2XL, 3XL

Size: _____ Color _____ Qty: _____ X ----------$25.00 $_____

THERAPY POLO (Ladies) – Color: **White or Purple**

Size – S, M, L, XL, 2XL, 3XL

Size _____ Color _____ Qty: _____ X----------$25.00 $_____

STATE TIE

Tie Qty : Reg Length_____ X----------$20.00 $_____
Tie Qty : Long Length_____ X ----------$20.00 $_____

LADIES SCARF

Scarf Qty:_____ X----------$25.00 $_____

THERAPY TOTE BAG Qty: _____X ----------$15.00 $_____

PRESIDENT'S PIN Qty:_____ X----------$3.00 $_____

STATE PIN Qty: _____X ---------- $3.00 $_____

THERAPY APRONS Qty: _____ X---------- $20.00 $_____

COMPLETE PAYMENT AND SHIPPING INFORMATION ON BACK OF FORM

CLOTHING ORDER FORM 2018

BLAZERS – ORDER EARLY

MENS BLAZER, (Sports Coat), Color: **Green** **(Back Order may take up to 8 weeks)**

Sizes - to 50 Size: _____L M S Qty: _____ X ---------- $105.00 $_____

Sizes: 51 - 56 Size: _____L M S Qty: _____ X ---------- $115.00 $_____

LADIES BLAZER, (Sport Coat), Color: **Green** **(Made Special Order – Takes 8 weeks)**

Sizes - 4 to 20 Size: _____ Qty: _____ X---------- $105.00 $_____

Sizes: 22 - 24 Size: _____ Qty: _____ X ---------- $115.00 $_____

Sub Total ---------- $_____

Shipping & Handling $_____

up to $30 ---------- $5.00
$31-$50 ---------- $6.00
$51-$99 ---------- $7.00
$100 over---------- $8.00

TOTAL ATTACHED ---------- $_____

IF ORDERING FOR GRAND LODGE THE DEADLINE IS APRIL 15, 2018.

(Mail Order Form with payment to: WSEA, PO Box 110760, Tacoma WA 98411-0760)

PAYMENT METHOD

Check No._____(enclosed) MASTER CARD _____ VISA CARD_____
AMERICAN EXPRESS _____

CREDIT CARD NUMBER & EXPIRATION DATE

☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ Exp date: ☐☐ / ☐☐

_____

Signature **Date**

****

Ship To:

Name: _____

Lodge #_____

Street Address: _____

City:_____ St_____ Zip_____

DayPh#_____ EvePh#_____

Email:_____

WASHINGTON STATE Elks ASSOCIATION

Elks Care - Elks Share

Grand Lodge Convention
July 1st — 4th, 2018
Grand Hyatt, 600 East Market Street
San Antonio, TX 78205

DELEGATE MEALS/HOUSING FORM

Name _____ Lodge #_____ Membership _____

Address _____ Phone #_____

City _____ State _____ ZIP _____

Office/Position:_____ Spouse Name:_____ (If attending with you)

RESERVATIONS:
Room Deposit (REQUIRED for any room, **except DD-Designates**) .....$126.99 $_____

CONVENTION ACTIVITIES:
EXALTED RULERS ONLY (PER LODGE).....($225.00 At State Office by 3/23/18).....$275.00 $_____

GER Reception pins Gain admittance to GER Elect reception($100 for one $150 for Mem/Spouse)$_____
This is an optional line. If you already purchased at DD Clinic please don't add.

TOTAL SUBMITTED WITH REGISTRATION: $_____

(See reverse side for Instructions and Payment Information)

Mail Form to: WASHINGTON STATE ELKS-GL REGISTRATION, PO Box 110760, Tacoma, WA 98411-0760

DEADLINE: March 23rd, 2018 **(In the hands of the State Office, not postmarked)**

Confirmation will be mailed to you within 7 working days of receipt. **PLEASE call if discrepancy exists.**

REQUIRED HOTEL INFORMATION:
Check Appropriate Spaces
Complete the Blanks

ROOM RATE Per Night
tax included $126.99
==========
TYPE OF BED:

One King ☐
Two Double Beds ☐

Entire Facility is Non Smoking

Refrigeration in each room
==========
ARRIVAL DATE:

_____
(Do ***NOT*** leave Blank! ! !)

DEPARTURE DATE:

_____
(Do ***NOT*** leave Blank ! ! !)

(Check in Time: 3:00 PM)
(Check out Time: 12:00 PM)
==========
Special Requirement if any:

_____

See Special Instructions on back of Registration Form.

DEADLINE - March 23rd, 2018 (Payment in the hands of the State Office)

MEALS/HOUSING FORM INSTRUCTIONS

Please follow these instructions carefully!
Fill in all information completely and clearly.

All requests for rooms must be submitted on THIS form and must be accompanied by the required deposit for each room required. Room Rate is $126.99 Single/Double occupancy per night, tax included. **DO NOT SEND** the entire amount of your housing, send **ONLY** the deposit. The deposit will be applied directly to your hotel bill. Deposit refunds will be based upon the policy of the hotel. **ALL** housing will be assigned in the order in which the requests are received. Indicate any special room requirements you may have, i.e. handicapped access, etc.

(Please note, **DD-Designates** do not pay the first night Lodging. This will be paid by Grand Lodge.)

CONVENTION ACTIVITIES

Each Lodge is required to pay a fee of $275.00 to defray the costs associated with the Grand Lodge Convention. If your payment is **In the hands of the State Office BY MARCH 23rd, 2018** then the fee will be reduce to $225.00.

Mail Check and Completed Form to:

Washington State Elks Association
GL Registration

PO Box 110760

Tacoma, WA 98411