

**Bev Steelman, PM**  
**Housing Chairman**  
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Dear Sister and Brothers:

The time is here once again for us to make our plans to attend Grand Chapter 2017! Our Worthy Grand Matron, Sister Nancy Lane, and Worthy Grand Patron, Brother Shawn McAfee, along with their General Chairman, Sister Mary Sisemore, and a whole host of other folks, have made many plans to make this a wonderful Grand Chapter Session for us all.

As Vice Chairman of Housing for this session, I want to remind each of you about specifications when making your housing reservations:

- Rooms with “Double/Double” options are rooms with two (2) double beds. These are rooms for 2-4 people. If you are a room of 2, but still prefer two (2) beds rather than one (1) king bed, please indicate that on your form just below where you list the others staying in your room.
- The hotel is limited on the number of handicap rooms. These rooms have one queen bed, rather than a king or two doubles. We will try to accommodate your requests, but will be on a first come, first serve basis.
- Many will request to have a handicap room AND be close to the elevator. Unfortunately, the elevators and the handicap room on each floor are on the opposite sides of the building. If you require a handicap room, you will NOT be close to the elevator. If you want close to the elevator, you will NOT get a handicap room.
- There are NOT microwaves and refrigerators in every room. Some of the suites do have them, but not all. A limited number of refrigerators are available to rent for \$10 per day, but again, will be issued on a first come, first serve basis, with consideration given to those that need them for medical purposes.
- There will be two (2) complimentary breakfast buffet tickets per room, per day. ***The rooms that will house more than two (2) people will need to purchase additional breakfast buffet tickets, if desired, at \$9.00 per day.*** The additional breakfast buffet tickets will need to be ordered & purchased with the housing form. Please include on the Housing Form the number of breakfast buffet tickets needed per day for the room you are reserving. ***The credit card you use to secure your room will be used to purchase the breakfast buffet tickets.***

***Per the contract with the hotel:***

*“Reservations are due by Order of Eastern Star thirty (30) days prior to your arrival date, all room nights which have not been reserved as described above will be deemed to be room nights which your group will not use, and they will become subject to the attrition provisions herein. Such room nights will, at that date, be returned to the Hotel’s general inventory. Reservation request from your attendees received less than thirty (30) prior to your arrival date will be accepted on a space available basis, at the higher of the contract rate or rate available at that time.”*

With this said, I would encourage each of you to make your reservations **BY THE DEADLINE INDICATED ON THE FORM, which is SEPTEMBER 1, 2017**. Reservations made **AFTER** the deadline date will be subject to availability, and cost could be higher.

Bev Steelman, Vice Chairman of Housing