



OREGON STATE ELKS ASSOCIATION

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August 13, 2021

TO: All Oregon Elks Lodges, Attention Lodge Secretary

FROM: Ginny Van Loo & Tom Nodurft, Co-Chairmen

SUBJECT: 2021 FALL OFFICERS TRAINING SEMINAR

Please pass this on to all concerned!!!

The 2021 Fall Seminar of the Oregon State Elks Association will be held on October 14th, 15th and 16th at the Oregon City Lodge #1189 and will be conducted by the Oregon State Elks Association.

The enclosed registration form should be reproduced for each attendee from your Lodge. Registration will be **\$30.00 per member** and should be made by October 1, 2021. **Return all registration forms to the Oregon City Lodge #1189, 610 McLoughlin Blvd., Oregon City, OR 97045.** Attending spouses who are members of a lodge are required to pay full registration. (See attached form for details). Make checks payable to Oregon City Elks Lodge #1189. There is no registration charge for visitors if they are not members of the Order or out-of-state guests. For those attending the Leading Knights and Spouses Banquet, your payment **should accompany the separate banquet reservation form below and be sent to the lodge. *For those attending the Spouse's Luncheon, your money should also be included. You may combine all on one check.***

Rooms have been set aside at the Best Western Plus Rivershore Hotel (HQ) and other hotels (see list next page). Everyone is responsible for making their own reservations and payment directly with the hotel. I would suggest this be done as early as possible. Let them know you are with the Elks Fall Seminar when making your reservation. Rooms with Elk rates will be held until September 14, 2021.

Request for refunds for a canceled seminar registration must be made in writing to the Oregon City Elks Lodge and received within fifteen days after the seminar which is November 1, 2021.

Information on how to order your green jacket will be given to each Leading Knight at the seminar.

All sessions and workshops will be held at the Oregon City Lodge #1189. Both sessions, Friday and Saturday, will begin at 8:00 am. The Registration packet can be picked up at the lodge Thursday night.

ATTENTION LODGE SECRETARY: THESE ARE YOUR RESPONSIBILITIES!!!

1. Complete one copy of the attached registration form for **EACH ATTENDEE** from your Lodge. **If a spouse is attending and is a member, an additional \$30.00 registration fee is required with a separate form.**
2. Indicate whether each attendee is a State Officer, State Committeeman, Past State President, Lodge Officer, member or visitor. **All categories, except Visitor, are subject to the full registration fee.**
3. The Esteemed Leading Knight & Spouse no-host cocktail hour and banquet will be held on Friday, October 15 starting at 5:30 pm at the Oregon City Lodge and is by **invitation ONLY**. All Leading Knights and State Officers will receive a separate invitation. Cost per person is \$30. You will have a choice of: Beef Brisket, Chicken or Vegetarian (upon request). A gratuity is included in the price. Be sure to get the VIP dinner/luncheon forms from those that have been invited before sending in your fees.
4. Reservations for the Spouse's Luncheon should be made with the Lodge by October 1. You may include your \$10 with the above registration & dinner fees. (sent separately)
5. **Send all money to the Oregon City Lodge, along with banquet reservations.**

Registrations RECEIVED after October 1, 2021 will be subject to a late registration surcharge of \$5.00. This fee has been established to encourage accurate information and timely enrollment. Early enrollment is needed for planning purposes.

1. All information **MUST BE COMPLETE!** Incomplete, past due or forms received without proper fees will be returned to the Lodge Secretary. Please check with your officers to see who is **actually going** and register only those in order to reduce refunds later.
2. The \$5 surcharge will apply if a form must be returned for correction, and it is past due upon final receipt by the Oregon City Lodge.
3. Request for refunds for **registration fees** must be made in writing to the Oregon City Lodge and received within **fifteen (15) days** after the seminar date: **by November 1, 2021.**
4. Hotel lodging reservations are the responsibility of the individual member. The state **will not** be making reservations for those attending the Fall Seminar (except for designated State Officers). Be sure to let them know you are with the Elks Fall Seminar!!

Hotels in the area with Elk rates are:

See attached sheet

**REGISTRATION FORM
2021 FALL OFFICERS TRAINING SEMINAR**

COMPLETE THIS FORM FOR EACH MEMBER ATTENDEE

REGISTRATION IS \$30 PER MEMBER BEFORE October 1, 2021, \$35 AFTER THAT DATE

LODGE/STATE TITLE (CHECK ONE ONLY)

State Officer: _____ State Committeeman: _____ Past State President: _____

Lodge Officer: Position _____ Spouse (member) _____

Grand Lodge _____ Visitor/Non-Member spouse _____

REGISTRATION INFORMATION

Member name: _____ Spouse: _____

Is spouse a member? Yes ___No___. Is she/he attending? Yes ___No___ (**if Yes to both**, fill out separate form)

Address: _____

Number and Street

City/State

ZIP

Phone: Home _____ Cell _____

Email address: _____

Lodge Name: _____ Lodge No. _____

Sessions Dress: Business casual

Registration fee due: \$ _____

Leading Knight's Banquet (\$30 per person includes gratuity – include reservation form) _____

Spouse's Luncheon (\$10) with tear-off bottom on the invitation _____

Paid by? Self

Lodge

TOTAL AMOUNT REMITTED \$ _____

NOTE: REGISTRATION REQUEST MUST BE IN NO LATER THAT October 1, 2021.

Make ALL payments to Oregon City Lodge #1189.

Send registration form and payments to:

**Oregon City Elks Lodge #1189
Attn: Registration Committee Chairman
610 McLoughlin Blvd.
Oregon City, OR 97045**

Hotel Registration List

Comfort Suites

15929 SE McKinley Av.
Clackamas, Oregon 97015
503-723-3450
503-723-3449

Group #4116965 Oregon State Elks Assn.
GM.or006@choicehotels.com

On the west side at the Intersection of I-205 & 212
King room non- smoking \$115.00 per night + tax
2 Queens Room \$125.00 per night + tax

Reservations must be booked by 4 p.m. September 14th

Hampton Inn

9040 SE Adams
Clackamas, Oregon 97015
503-655-7900

PDXCL_Hampton @Hilton.com (Hampton)
Oregon City Elks Cathy Schultz, hotel GM
East side of I-205 & Hwy 212
Check in time 3 pm Double Queen or Single King
\$121.00 + tax

Reservations must be booked by September 14th

Holiday Inn Express

72 82nd Drive
Gladstone, Oregon 97027
503-722-7777

Code: OSE
Oregon City Elks Nick Curra, hotel GM
www.higl@bhghotels.com
Double Queen or Single King \$125.00 + tax

Reservations must be booked by September 14th

Monarch Hotel & Conf. Ctr.

12566 SE 93rd Avenue
Clackamas, Oregon 97015
503-716-8668
1-800-492-8700

Source Code: CV Hotel Rep: Robert Sires
Oregon State Elks Assn. – Ginny Van Loo
Single King or Double Queen \$119.00 + tax
Check in time: 3 p.m.

Reservations must be booked by September 14th

State Officers & Dignitaries will be staying at the **Best Western Rivershore Hotel** in Oregon City. The Rivershore is the headquarters hotel. The allotted rooms to OSEA have been taken but check with Emma for any cancellations or check with the hotel for other availability.