

**DEPARTMENT OF VIRGINIA
LEADERSHIP COLLEGE**



BACK TO SCHOOL

**THE HOLIDAY INN SELECT
KOGER SOUTH
RICHMOND, VIRGINIA
AUGUST 7 - 9, 2009**

The Goal

To ensure attendees receive the mentoring and training necessary to return to their Posts, Units and Detachments with the knowledge and enthusiasm to promote and develop American Legion Family Programs.

Our aim is to prepare attendees to easily answer questions about the American Legion Family and to have a good understanding of who is eligible, who we serve and why our organization exists.

Who Should Attend

- All new members of the American Legion, American Legion Auxiliary, and Sons of the American Legion.
- All new Post/Unit/Squadron and District Officers and Committee Chairman.
- Any American Legion Family member interested in the current changes and updates in our programs.
- Any American Legion Family member who has never attended the Leadership College.

Early Session

Come early and attend the updated Parliamentary Procedures class that will begin at 1:30 pm on Friday, August 7, 2009. We have a second session covering Protocol using a mock meeting beginning at 3:00 pm.

Opening Session

Opening session will begin at 7:00 pm on Friday, August 7, 2009.

Agenda

The agenda will be finalized and made available at or before the Department Convention.

If you have additional questions, please contact Robert Renner at renbro2@msn.com or by mail at 2881 Cedar Crest Court, Woodbridge VA, 22192. (cell phone (703)-625-5633)



**The Holiday Inn Select Koger South Conference Center
Host Hotel
American Legion
Leadership College 2009**

We are excited to be host hotel for the attendees of the American Legion Leadership College and are pleased and extend special rates and services to you as you visit the Greater Richmond area

Mention American Legion, Department of Virginia for the Legion Rate.

Event Dates: August 7 – 9, 2009

Location:

1021 Koger Center Boulevard, Richmond, VA 23235
Richmond, Virginia 23235



Reservations need to be made by:
July 24, 2009

Room Rate: \$89.00 + tax (\$100.57)
Single/Double Occupancy

For Reservations Call
804-379-3800 x 7131
or
1-800-397-1034

ADDITIONAL AMENITIES

- Complimentary USA TODAY (weekdays)
- Complimentary wired or wireless T-1 Lines in guest rooms

From North

Take Exit 79 Chippenham Parkway. Follow 10 miles to (Route 60) Midlothian Turnpike West. 5 miles to Koger Center Hotel will be on your right.

From East

Exit for I-288 South to Route 60/ Midlothian Turnpike (East) Follow Midlothian Turnpike . approximately 3 miles to Koger Center Boulevard. Hotel will be on left.

From South

Take Exit 79* (Powhite Highway). Keep to the left and follow Powhite to Midlothian Turnpike (Route 60-West). Follow Midlothian Turnpike 2 miles to Koger Center Boulevard. Hotel will be on your right.

From West

Stay on I-64 West. Follow signs to I-95 (**do not take I-295N**) Stay on I-95 North to Powhite Parkway 195 (Exit 79*). Follow Powhite Parkway to Midlothian Turnpike West (Route 60) for 2 miles to Koger Center Boulevard. Hotel will be on left.

***POWHITE PARKWAY IS ALSO LISTED AS ROUTE 76 WHEN TRAVELING SOUTH OF THE JAMES RIVER**

Department of Virginia Leadership College

The Holiday Inn Select Koger South Conference Center, Richmond, VA.

August 7 - 9, 2009

Registration Form

One registration form per individual please.

Name: _____

Address: _____

City, State, and Zip Code: _____

Phone: (Home) _____ (Work) _____

Email Address: _____

Organization: Legion _____ Auxiliary _____ SAL _____ Post/Unit/Squadron Number: _____

Registration Fee \$50.00

(Includes Saturday breakfast and lunch for this attendee only. **Dinner on your own.**)

Registration fee (Check only) must be submitted with completed form. Make checks payable to THE AMERICAN LEGION, DEPARTMENT OF VIRGINIA.

Mail completed form and check to:

The American Legion
Department of Virginia
Attn: Leadership College
1708 Commonwealth Ave.
Richmond, VA 23230

Registration Form and Fee must be received at Department Headquarters no later than **24 July 2009**.

Lodging

Lodging will be at the The Holiday Inn Select Koger South Conference Center, 1021 Koger Center Boulevard, Richmond, Virginia, 23235. Phone number for reservations is (800) 397-1034 or (804) 379-3800 x7131.

Each College attendee is responsible for making his/her own hotel reservations. **Reservations must be made no later than 24 July 2009**. When making your reservations, be sure to identify yourself as part of The American Legion Leadership College Group. The hotel rate is \$89.00 per night, single/double, per room, plus tax (13%). (\$100.57 total per night with tax)

All lodging reservations and special lodging requests must be arranged with the hotel by each attendee.