



To: Northeast Division Staff, Departments, Detachments and Auxiliary Units  
From: PDC Timothy M. Forbes, Northeast Division Vice Commandant  
Subject: Northeast Division Conference

Date: January 17, 2018

The Division Conference will be held on April 13-14<sup>th</sup>, 2018 at the Holiday Inn Binghamton located at 2-8 Hawley Street, Binghamton, NY 13901.

Please contact the hotel at:

Hotel reservations can be made by calling the hotel at (607) 722-1212, please state that you are with the Marine Corps League.

Room Rate: \$109.00 for single or double bed.

Rates are subject to NYS Sales and Occupancy Taxes.

If you have special needs, please let the hotel know and they will try to accommodate you.

If you have a NYS Exemption Certificate, please present it to the hotel while checking in.

Cutoff date for reservations is **March 23<sup>rd</sup>, 2018.**

We will be having a Buffet Banquet on Saturday with entrees of Sliced London Broil, Chicken Piccata and Grilled Salmon with Mango Salsa. The cost will be \$40.00 per person.

We encourage the membership, Detachments and units to support our Division fundraiser-the Northeast Division Conference Ad Book. Prices are full page-\$100.00, half page-\$60.00 and quarter page for \$40.00. Proceeds support the Division and various charities as determined by the conference attendees.

Forward all ads, registration and banquet reservations according to the contact information on the bottom of all forms. All receipts will be emailed, please ensure the email address provided is legible and accurate.

All forms can be found on the Northeast Division Website:

[www.nedmcl.org](http://www.nedmcl.org)

NATIONAL NORTHEAST DIVISION CONFERENCE  
MARINE CORPS LEAGUE  
April 13-14<sup>th</sup>, 2018  
Holiday Inn Binghamton  
2-8 Hawley Street  
Binghamton, NY 13901

**ADVERTISING CONTRACT**

Date: \_\_\_\_\_

You are hereby authorized to publish our/my advertisement in your publication as a \_\_\_\_\_ page per copy and instructions shown below.

**Full Page (8x10) ..... \$100.00**  
**½ Page (8x5) .....\$60.00**  
**¼ Page (4x5) ..... \$40.00**

**Please type copy or send camera ready ad.**

**Electronic copy can be emailed to [mad\\_dog\\_tim@hotmail.com](mailto:mad_dog_tim@hotmail.com)**

Note: Ad will not be included in book without payment.

Name of Advertiser: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_, State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

**Make checks payable to: Dept. of NY, MCL**  
**On memo line state Northeast Div. Conference, and send to:**  
**(Email address required for receipt)**

Timothy M. Forbes  
Northeast Division Vice Commandant  
81 Melville Ave.  
Cohoes, NY 12047-3326

**VERBAL AGREEMENTS NOT ACCEPTED OR RECOGNIZED.**

**DEADLINE FOR ADS: March 21, 2018**

NATIONAL NORTHEAST DIVISION CONFERENCE  
MARINE CORPS LEAGUE  
April 13-14<sup>th</sup>, 2018  
Holiday Inn Binghamton  
2-8 Hawley Street  
Binghamton, NY 13901  
**Registration/Banquet**

Date: \_\_\_\_\_

Name \_\_\_\_\_

Detachment/unit \_\_\_\_\_

Office/title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Conference Pre-Registration is \$8.00 pp \_\_\_\_\_ X \$8 = \_\_\_\_\_

Registration at Conference will be \$10.00.

Buffet Banquet ticket \$40.00 pp \_\_\_\_\_ X \$40 = \_\_\_\_\_

Total \$ \_\_\_\_\_

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**DEADLINE FOR REGISTRATION: March 31, 2018**