



To: Northeast Division Staff, Departments, Detachments and Auxiliary Units
From: PDC Jim Powell, Northeast Division Vice Commandant

Subject: 2020 Northeast Division Conference

Date: January 20, 2020

The Division Conference will be held on May 1-2, 2020 at Headquarters, Department of Pennsylvania located at:

Headquarters Building
3-95 Lackawanna St.
Fort Indiantown Gap
Annville, PA 17003.

The Days Inn, 3 Everest Lane, Lickdale, PA 17038 will serve as the official Hotel and is located approximately two (2) miles from the Headquarters Building. Reservations can be made by calling the hotel at (717) 494 -4302, please state that you are with the Marine Corps League. The Room Rate is at the state government room rate for single or double beds which currently is \$55.00. Rates may be subject to Pennsylvania Sales and Occupancy Taxes. If you have special needs, please let the hotel know and they will try to accommodate you. Also, if you are a smoker the hotel does have some smoking room. Smoking rooms are over and above our reservation block and therefore the cost is not at the Marine Corps League rate.

Cutoff date for reservations is April 20, 2020.

There will be a Hospitality Room at the Hotel on May 1st from 1500 to 2300. Pennsylvania Pack will hold a Growl at the Headquarters Building, second floor on Friday at 1900. And finally, we will be having a Banquet on Saturday evening with more information to follow. 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