

PLEASE COMPLETE AND RETURN BEFORE May 30, 2022  
**PLEASE RETURN THIS FORM EVEN IF YOU ARE UNABLE TO ATTEND LEADERSHIP**  
This information is needed to provide an updated directory.

Name:

Address: Street

City

State

Zip

Phone (Home):

Phone (Work):

Phone (Cell):

Please designate if you can receive TEXT messages at each number by placing an \* after the number

Preferred E-Mail

(Please consider using your [www.wvreading.com](http://www.wvreading.com) address)

State Office Held:

Local Office Held:

.....  
Please mark a yes or no if you need lodging for Friday night (June 17<sup>th</sup>)  Yes  NO

**WVRA Pays for Double Occupancy.**

Please check one of the following:

Double Occupancy with Designated roommate: Name: \_\_\_\_\_

Double Occupancy with WVRA assigned roommate.

Private room with the understanding I will pay  $\frac{1}{2}$  of total room cost (\$37.50/Night)

**Hotel will ask for payment when you register if you request a private room.**

Lunch and Dinner will be provided on Friday: Please indicate if you will be joining us for these meals.

Friday Lunch: YES'

Friday Dinner (Banquet): YES

Lunch will also be provided for the Saturday (June 18<sup>th</sup>) Executive Board meeting which will be held at the Microtel Hotel.

Yes, I will need lunch on Saturday

No, I will not need lunch on Saturday

Note: A daily Breakfast Buffet is provided by the Microtel

**NOTE:** You may return the above information via US Mail or you may email your response to: [klchapma@k12.wv.us](mailto:klchapma@k12.wv.us) BEFORE MAY 30<sup>th</sup>:

Kathy Chapman  
407 Guardian Drive  
Diana, WV 26217  
304-847-2631 (H)  
304-619-2631 ©

