



Minnesota Rural Electric Association

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December 8, 2009

To: Member-System CEOs

From: Carolyn Sampson
carolyn@mrea.org

RE: 2010 1st MREA Visit to Washington, D.C.

The first 2010 MREA Visit to Washington D.C. is scheduled for February 8-10. This memo contains all the specifics for hotel reservations and travel times. Mark Glaess will be accompanying participants on this visit. **A packet will be sent directly to participants about one week before the trip with an itinerary and details about the issues to be discussed during our Congressional visits.** Please return the registration form to MREA by Friday, January 8 or register online in the MREA Member Center. Each attendee is responsible for making his/her own airline **AND** hotel reservations.

- { **Schedule:** Please arrive no later than the evening of Monday, February 8. Visits with the Minnesota Delegation and other agencies will be scheduled all day Tuesday and Wednesday morning. **If possible, please schedule return flights for Wednesday afternoon or evening, so you will be available for Wednesday morning Congressional visits.**
- { **Airfare:** Travel arrangements will be up to each individual cooperative. Dianne Mitchell (diannem@burschtravel.com), at Bursch Travel, has worked with MREA on quarterly visit travel in the past and is very willing to assist with your travel arrangements. Bursch Travel's Web site is www.burschtravel.com. Dianne is aware of the itinerary for the visit and can be reached at **800.422.1376 or 320.693.7291**, if you wish to contact her for your travel needs.
- { **Hotel Accommodations:** Individuals are responsible for their own hotel reservations. A block of rooms has been reserved at the **Phoenix Park Hotel**, 520 North Capitol Street, Washington, D.C. 20001. The phone number at the Phoenix Park is 800.824.5419 or 202.737.9558. The fax number is 202.638.4025. The single occupancy rate is \$249 per night and double occupancy is \$279. **Please call and make your reservation directly with the Phoenix Park using reference #13921.** The reference number will give you the group rate, if you reserve by **Sunday, January 10**. A credit card is required to guarantee the room.

**Registration Form
MREA Washington, D.C. Visit
February 8-10, 2010**

Cooperative: _____

Address: _____

Contact: _____

**This form is for registration with MREA only.
Participants must make hotel reservations online or by calling the Phoenix Park Hotel directly.**

Name	Title

Fax by January 8 to Carolyn at MREA - 763.424.5820

Please call and make your reservation directly with the Phoenix Park Hotel using reference to #13921 by phone by Sunday, January 10, 2010.
