|  |  |  |
| --- | --- | --- |
|  | **GROUP GATHERING / REUNION****3/3 KILO CO. AND OTHER 3/3 CO. BROTHERS****NAS PENSACOLA, FL****4/28/2015 – 5/2/2015** |  |

***NOTE: Doc Hoppy has created a Webpage to make the Invitation Letter and the Form and Instructions available to all at*** [http://33USMC.com/Kilo2015.html](http://33usmc.com/Kilo2015.html). ***So get the word out!***

*It is important that you complete all of the following information.*

**Group Reservation Form**

|  |  |  |  |
| --- | --- | --- | --- |
| **PHONE #****(BEST MEANS OF CONTACT)** | **E-MAIL** | **TYPE OF ROOM** | **# OF ROOMS** |
|   |   | \_\_\_\_Suite ¹ | \_\_\_\_\_\_\_\_\_ |
| \_\_\_\_Standard | \_\_\_\_\_\_\_\_\_ |
| **MEANS OF TRAVEL** | **NAMES OF FAMILY MEMBERS / GUESTS:** | **TOTAL # OF ATTENDEES:** |
| **(INCLUDING YOURSELF)** |
| \_\_\_\_Driving | 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  \_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_Flying | 2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_Train | 3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_Bus | 4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|   | 5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **DO YOU HAVE ANY SPECIAL NEEDS OR REQUIREMENTS** |   |  |
| \_\_\_\_Yes  |  |  |  |  |
| \_\_\_\_No |  |  |  |
| COMMENTS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**¹** Suites are limited, but we will do our best to accommodate requests

Complete the Form and return via e-mail to:

*Len Drop (AKA Tiny)*

Phone: *630-669-0056*

E-mail: *ldrop@comcast.net*

For any questions, concerns or any additional information, please reference the following page of instructions,

OR

If there are any questions in regards to completion of the form, or any questions on reservations please feel free to contact Len Drop or the Group Coordinators as identified below:

|  |  |
| --- | --- |
| *Wayne Williamson(AKA Reb or Swampman)*Phone: *251-447-2608 or 251-487-8722*E-mail: *swampman50@yahoo.com* | *Bill Clough (AKA Wild Bill)*Phone: *256-778-7362*E-mail: *billclough1@aol.com* |

LCD-1/23/2015

**RESERVATION INSTRUCTIONS FOR ACCOMMODATIONS AT THE NAVY GATEWAY INN AND SUITES, NAS PENSACOLA, FL**

All attendees are to recognize that the information requested is necessary to gain access to the Pensacola Naval Air Station and to provide the necessary information for making reservations at the Pensacola Navy Gateway Inn and Suites.

We have signed a contractual Group Reservation CommitmentAgreement to reserve a block of rooms, both standard rooms and suites, based on projections of total number of attendees. After providing my first born child as security deposit, your commitment is critical as to Yes, I plan to attend, or No, I regretfully cannot attend. So, as is said, COME ON DOWN to Pensacola!

In the original Notification Letter, it was requested that you respond as to whether or not you plan to attend. The hotel requested that a Master List of Names with all required information be maintained and forwarded to the hotel representative to communicate current status in order to identify attendees. The Master List is being maintained and sent to the hotel representative by Len Drop. At this point, we just need to know your tentative intention as to whether or not you are planning to attend, or not. Either complete the section in the Notification Letter or contact Wayne, Bill or myself to let us know your intentions ASAP.

The specifics associated with accommodations at the Navy Gateway Inn and Suites offers the following:

***Suites -*** Separate living room (most with pullout sofa) & bedroom (queen size bed), cable TV, wireless internet, plus kitchenette @ $66.00 per night. Suites are limited, but we will do our best to accommodate requests.

***Standard Room*** - Queen Size bed, microwave & mini fridge, cable TV, wireless internet @ $57.00 per night.

***Special Needs*** - 1st Floor and Special Needs Rooms Available

***Note-***If you are planning to attend it is of the utmost importance that we know the Type of room that you prefer, the Quantity of Suites and/or Standard rooms that you require and the Total number of people (including yourself) that are planning to attend. Changes and/or cancellations may be made up to and including APRIL 14, 2015

***Check-in –*** Pending personal schedules, the afternoon or evening on Monday 4/27/2015 or anytime thereafter through the reunion end date, Saturday, 5/2/2015.

***Checkout –*** Pending personal schedules, any time prior to the reunion end date on Saturday, 5/2/2015, but no later than the morning of Sunday, 5/3/2015 (unless first contacting the Front Desk for special changes).

***Reservation -*** By completing the Group Reservation Form and forwarding the form to Len Drop, the reservation will be made for you based on the type of room and number of rooms required. In turn, the Hotel will e-mail a “Confirmation” directly to your e-mail address as identified on the form.

It is being requested that once you receive “Confirmation” that your room(s) are reserved, you are to contact the hotel directly to provide the method of payment for your stay. No billing will take place until you checkout. When calling, make reference to the **Group Reservations Number** 30760106649. A valid credit card is required to confirm and hold **ALL** Navy Gateway Inns and Suites reservations.

**NAVY GATEWAY INNS & SUITES**

*NAS PENSACOLA*

*600 RODGERS CR.*

*NAS Pensacola, FL 32508*

**Group Reservation Number :** *30760106649*

**PHONE:***850-452-3625*

**FAX:** *850-452-3188*

**Website:**[*http://ngis.dodlodging.net/propertys/Pensacola-NAS---FL*](http://ngis.dodlodging.net/propertys/Pensacola-NAS---FL)

 (No checks.Cash, Visa, MasterCard, Discover or American Express will be accepted.)

***Name, Rank (Pay Grade), and ID*** – Your name is to be written the same as it appears on your Driver’s License, or other recognized photo ID. Make sure that you bring a valid form of identification that has a photo; e.g. Driver’s License, State ID Card, or your DoD, Government Issued ID Card. This will be required when entering and/or exiting the NAS Base.

Your Rank (Pay Grade) is a requirement of the Navy Gateway I&S

Completing the Group Reservations Form and upon receipt of your Confirmation Notice from the Hotel and contacting the hotel with your info on method of payment to **Hold** your room(s), must be completed by **March 31, 2015.** Cancellations may be made up to and including **April 14, 2015**.

***Activities –*** We are still working on some Group Activities such as, going to the “Crow’s Nest”, anything that may be arranged with the Blue Angels, BBQ/Cookouts, Beach Events, etc. As these events materialize, we will issue a “Planned Activities Agenda”

***Attendees –*** Based on the great time and comradery had by all at the Battalion Reunion in Charleston, SC, there were other Company Marines that voiced a definite interest in participating in our Kilo Co. reunion. Invitations were sent to those known, but if any of you know others based on conversations had, feel free to send them the Notification Letter and Reservation Form and Instructions, or have them contact Wayne Williamson, Bill Clough or Len Drop.

***Costs –*** Certainly, any additional costs will be kept to a minimum and will be communicated in advance for Planned Group Activities. Any cost associated with individual, or small group decisions, for example, renting pontoon boats, charter fishing, etc., are to be paid for by the individual or by “Passing the Hat” to accommodate.

***Pets –*** Sorry, no pets allowed at the Gateway I&S, although pets are allowed at the Navy Lodge. Just let us know and we will find out the details for you.

It should be needless to say, but based on financial securities provided, it is necessary to point out that being on a Military Base requires adherence to rules and regulations concerning things like smoking, drinking in unauthorized areas, being destructive or creating a nuisance to others, etc. So, in other words, we cannot act like our normal selves, but it is guaranteed that that we will have fun and experience one hell of a time!

LCD-1/23/2015