



PROFESSIONAL TRAVEL PLANNERS, INC.

1100 Superior Avenue • Suite 423 • Cleveland, Ohio 44114 • (216) 861-4970

February 18, 1981

H.G. Olson
Ethyl Corporation
P.O. Box 341
Baton Rouge, LA 70821

Dear Mr. Olson,

I will be coordinating all the travel arrangements for the Vinyl Chloride Safety Association's meeting at Holiday Inn on Hilton Head Island from September 23 - 26, 1981. I have been working with Mr. Glen Schaaf of B.F. Goodrich in Cleveland.

I have enclosed flyers that you might want to enclose in your mailings to the association participants. This way they will know who to contact for their travel arrangements.

I am looking forward to hearing from those who will be attending the Hilton Head meetings. If you have any questions or need any further assistance, please do not hesitate to contact me.

Sincerely,

Virginia Beyer

Virginia Beyer
Travel Consultant

enclosures

Rates \$48⁰⁰/night Single or double
80 Room Block reserved
Final confirmation with 1 night
money by Aug 19th
"Dance"