

**Virginia Coal & Energy Alliance
&
Southern States Energy Board's
38th Conference & Exposition
May 22 and 23, 2017
MeadowView Convention Center
Kingsport, TN
SPEAKERS**

SPECIAL NEEDS & INFORMATION FORM

NAME _____

POSITION / TITLE _____

COMPANY / ORGANIZATION _____

ADDRESS _____

CITY: _____ STATE _____ ZIP _____

PHONE NO. _____ FAX NO. _____

CELL NO. _____

E-Mail: _____

WILL YOU ATTEND THE ENTIRE CONFERENCE? _____

HOW WILL YOU ARRIVE? PLANE () CAR () OTHER _____

DO YOU WISH TO BE MET AT THE AIRPORT? YES () NO ()

NAME OF AIRLINES _____

FLIGHT NO. _____ TIME OF ARRIVAL _____

EXPECTED DATE/TIME OF DEPARTURE _____

WILL YOU NEED TO BE TAKEN BACK TO AIRPORT? YES () NO ()

RESERVE ROOM FOR HOW MANY NIGHTS? _____

WHEN WILL YOU ARRIVE? Date & Approx. Time _____

WILL NEED ROOM FOR _____ NIGHTS * SPECIAL ROOM NEEDS YES () NO ()

DO YOU WISH TO PLAY GOLF? YES () NO ()

DO YOU WISH TO FISH? YES () NO ()

ADDITIONAL NEEDS FOR PROGRAM & PRESENTATION _____

You will be our guest for one evening at the MeadowView Conference & Convention Center, Kingsport, TN. You will also be our guest at the reception and luncheon. We will be happy to reserve rooms for other members of your party.

RETURN TO: **VIRGINIA COAL & ENERGY ALLIANCE**
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Fax: 276-889-3055
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