

meeting



February 8, 1993

FORWARD PLANNING NOTICE

TO: All Participants in Vinyl Institute Activities

RE: 1993 Annual Meeting

I am pleased to inform you that the 1993 Vinyl Institute Annual Meeting will be held at the Omni Hotel at Charleston Place in Charleston, South Carolina, on Monday, May 24th through Wednesday, May 26th. The Omni Hotel is situated in the heart of Charleston and enclosed you will find a small brochure describing the hotel.

I have obtained a group rate of \$155.00 per night (single or double occupancy). If you would like to stay at the hotel either the weekend before or the weekend after, the same rate will hold from May 22nd through May 30th. For your information, the Spaleto Arts Festival held in Charleston will begin on Thursday, May 27th.

Also enclosed is a reservation form. PLEASE FILL OUT THIS FORM AND RETURN IT SO THAT I RECEIVE IT NO LATER THAN MARCH 12TH.

For your information and to help you in your scheduling, the annual meeting program has been set up as follows:

Sunday, May 23, 1993

7:00 p.m.

Reception Only

Monday, May 24, 1993

8:30 a.m. - 12 Noon

VIGOR/Communications Committee Meeting

8:30 a.m. - 12 Noon

Electrical Materials Council Meeting

Afternoon

Recreation (Golf, Tennis, Other)

6:30 p.m.

Informal Dinner

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Tuesday, May 25, 1993

8:00 a.m. - 8:30 a.m.	Executive Board Meeting
9:00 a.m. - 12 Noon	General Session
1:00 p.m. - 5:00 p.m.	HSE/Legal Committee Meeting
1:00 p.m. - 5:00 p.m.	Vinyl Packaging Council Meeting
1:00 p.m.	Spouse Luncheon
7:00 p.m.	Reception
8:00 p.m.	Awards Dinner

Wednesday, May 26, 1993

8:30 a.m.	Technical Committee Meeting
	Pipe Resource Organization Meeting

Further details of the meeting, such as the program, committee and task force agendas, registration for golf and tennis activities, transportation information and other pertinent details will be sent to you at a later date.

We look forward to having you join us at the Omni Hotel in Charleston, South Carolina in May.

Sincerely yours,



Pat Benkner

/pmb

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THE VINYL INSTITUTE ANNUAL MEETING
ROOM RESERVATION FORM

TO BE HELD AT: The Omni Hotel at Charleston Place
130 Market Street
Charleston, South Carolina 29401
(803)-722-4900

MEETING DATES: Monday-Wednesday, May 24-26, 1993

RETURN TO: Pat Benkner
The Vinyl Institute
155 Route 46 West
Wayne Interchange Plaza II
Wayne, New Jersey 07470
Phone: (201)-890-9299
Fax: (201)-890-7029

(RETURN THIS FORM BY MARCH 12, 1993)

VINYL INSTITUTE ANNUAL MEETING

NAME: C. A. GELLNER
COMPANY: CERTAINTEED CORPORATION
ADDRESS: P.O. Box 253
SULPHUR, LA 70664
TELEPHONE: 318 882-1441 X11 or 17
FAX: 318 882-1516
MY SPOUSE WILL (☒) WILL NOT () ACCOMPANY ME.
SPOUSE NAME DOROTHY ANN

ROOM REQUIREMENTS:

PLEASE RESERVE A ROOM IN MY NAME:

I WILL ARRIVE ON: DAY SUNDAY DATE 5/23
I WILL DEPART ON: DAY TUESDAY DATE 5/25

I WILL NOT BE ABLE TO ATTEND THE MEETING THIS YEAR ()