

TENNESSEE ELKS' ASSOCIATION – 2025 ANNUAL MEETING and CONVENTION
EDGEWATER HOTEL AND CONFERENCE CENTER - 402 RIVER ROAD – GATLINBURG TN 37738
Phone: 1-865-436-4151 – Email: info@edgewater-hotel.com – April 3 – 5, 2025

ALL RESERVATIONS ARE DUE BY FEBRUARY 22, 2025

MAIL TO: CAROL HENDERSON, 1725 MCBRIDE ROAD, LEWISBURG, TN 37091

CONVENTION REGISTRATION: (Please print legibly)

NAME: _____ LODGE #: _____ MEMBER # _____ PHONE: _____

ADDRESS: _____ CITY: _____ STATE _____ ZIP _____

PRINT NAME FOR BADGE _____ PRINT OFFICE FOR BADGE _____

EMAIL Address: _____ LODGE NAME: _____

Circle Registration Type: With Both Meals: \$115.00 or Without Meals: \$50.00. Late Fees, add \$5.00 per person

Individual Meal Tickets: Friday @ \$58.00 - Sat. Banquet @ \$62.00

You MUST register for convention in order to buy meal tickets.

Accompanied by (sharing same room, if applicable): (Please print legibly)

NAME: _____ LODGE #: _____ MEMBER # _____ PHONE: _____

ADDRESS: _____ CITY: _____ STATE _____ ZIP _____

PRINT NAME FOR BADGE _____ PRINT OFFICE FOR BADGE _____

EMAIL Address: _____ LODGE NAME: _____

Circle Registration Type: With Both Meals: \$115.00 or Without Meals: \$50.00. Late Fees, add \$5.00 per person

Individual Meal Tickets: Friday @ \$58.00 - Sat. Banquet @ \$62.00

You MUST register for convention in order to buy meal tickets.

Accompanied by (sharing same room, if applicable): (Please print legibly)

A check or Money Order payable to the TEA must accompany the Convention Registration or it will be RETURNED.

Please note: The hotel cannot take a check made out to TEA and TEA cannot take a check made out to the hotel.

PLEASE NOTE: Tax Exemption Forms must be included with the registration form, if applicable.

- Convention registration with meals: \$115.00 per person if received by February 22, 2025. After this date: \$120.00
- Convention registration without meals: \$50.00 per person if received by February 22, 2025. After this date: \$55.00
- Registration is required for all those in attendance and badges MUST be worn at all times to attend meetings or to visit the Hospitality Room. ALL ROOMS ARE NON-SMOKING.

ARRIVAL: (**CHOOSE ONE**)

Wednesday, April 2, 2025 _____
Thursday, April 3, 2025 _____
Friday, April 4, 2025 _____
Saturday, April 5, 2025 _____

DEPARTURE: (**CHOOSE ONE**)

Thursday, April 3, 2025 _____
Friday, April 4, 2025 _____
Saturday, April 5, 2025 _____
Sunday, April 6, 2025 _____

Room Rates: [Includes tax]

Weekday [Wednesday & Thursday]

\$152.21 per night and weekend [Friday & Saturday] **\$163.49 per night**.

Special Requests, if available: _____

A check payable to the EDGEWATER HOTEL AND CONFERENCE CENTER or credit card payment MUST accompany this room reservation, or it will be returned. Please print legibly:

Credit Card Type _____ Card # _____ Exp. Date _____

Signature _____ Print Name _____

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For convention information, PLEASE READ CAREFULLY:

The Annual Meeting and Convention of the Tennessee Elks Association will be held at the Edgewater Hotel and Conference Center in Gatlinburg, TN, on April 3 - 5, 2025. Rooms are reserved on a first come, first serve basis. **Lodges will need to include tax exemption forms with Lodge checks, if applicable.**

Sleeping Rooms: Hotel reservations must be made through the TEA's Housing Officer, Carol Henderson, and will not be accepted by the Edgewater Hotel and Conference Center. Room rates will be **\$152.21 for Wednesday & Thursday nights and \$163.49 for Friday & Saturday nights**, including sales tax. Room types (kings, doubles, etc.) cannot be guaranteed and will be reserved on a first come, first serve basis. **There are no smoking rooms available.** Reservations are due to the Housing Officer by **SATURDAY, FEBRUARY 22, 2025**. Lodges are encouraged to make tentative reservations prior to this date for their officers and members they expect to attend. Lodges will be allowed to cancel or make changes to their registration **before** March 10, 2025, without any penalties. Check in time is 3:00 p.m. and check out is 12:00 Noon. After March 10, 2025, room cancellations must be made directly to the hotel within at least 24 hours prior to the arrival date to keep from being charged for the first night, also let Housing Chairman know of cancellations. Payments to the Edgewater Hotel and Conference Center must be made by **check, money order or credit card**. The hotel **CANNOT** accept checks made out to TEA. Please Note: Tennessee Elks Association (TEA) **CANNOT** accept checks made out to Edgewater Hotel – these must be separate payments. Weekday & weekend rates vary.

Convention Registration: Registration is required for all those in attendance and badges must be worn at all times to attend meetings or visit the Hospitality Rooms. Convention registration with meals is \$115.00 **per person** if received by February 22, 2025. Late registration will be \$120.00. Convention registration without meals is \$50.00 per person if received by February 22, 2025. Late registration will be \$55.00. Meal tickets may be purchased individually at the convention, **but will incur additional late fees**, which are listed on the registration form. Requests for reserved seating for meals can **NOT** be honored for the convention. **Table reservations will not be available.** **If you choose to buy individual meals (just Friday night or just Saturday night), you must pay for registration in addition to the meal tickets.**

Registration fees **must** accompany the reservation forms. Cancellations for registrations will not be honored after MARCH 10, 2025. **Refunds will NOT be issued.** Convention registration payments must be made payable to the TEA in the form of a check or money order. TEA **cannot** accept checks if room fees are included with registration fees.

Exalter Rulers are asked to please publish this information in their Lodge Bulletins and post in their Lodges. Send hotel reservation and TEA registration forms to Carol Henderson, 1725 McBride Road, Lewisburg, TN 37091. Emails are not accepted.

Fraternally,

Carol Henderson

Carol Henderson, TEA Housing Chairman, 2024-25 Cell: 931-580-2675

Email: ssblawoffice@bellsouth.net

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RESERVATIONS:

- MUST be made through the Housing Chairperson in order to receive the Elks' room rate – No exceptions. TEA payments and/or check or credit card information for hotel must accompany the registration form. Rooms can be reserved as long as they are available. Weekday & weekend room rates vary.

TEA Registration:

- MUST be paid by check, money order, cashier's check or cash
- Payable to TEA
- TEA does not accept credit card payments for registrations
- Payment must accompany registration forms
- Emails sent will not be processed until the TEA registration fee and hotel information is received by Housing Chairperson
- TEA does not accept checks made to the Hotel for TEA registration

HOTEL Registration:

- MUST be paid by check, money order, cashier's check or cash or credit card
- Payable to Edgewater Hotel and Conference Center
- The hotel does not accept payments made to TEA for Hotel registrations
- Payment or credit card information must accompany registration forms
- Emails sent will not be processed until the TEA registration fee and Hotel information is received by Housing Chairperson

CANCELLATIONS:

- Room reservations not cancelled by the noted time will be charged for one (1) night's stay
- TEA Registrations for meals and/or Badges not cancelled by the noted time will not be refunded

HOSPITALITY ROOM:

- Hospitality Rules are included in registration packets & posted in Hospitality with extra copies on Registration Table, PLEASE read, obey and follow all Hospitality Rules
- Anyone under the age of 21 years old is NOT allowed in Hospitality Area
- Hospitality is ALWAYS CLOSED during Memorial Services
- Hospitality is ALWAYS CLOSED during all Grand Exalted Ruler Banquets, if applicable
- A Hospitality Schedule is posted and is only open during those times
- Bartenders' discretion if a person needs to be "cut off" from being over-served

MEALS:

- Please notify Housing Chairperson of any food allergies, vegan preference, etc.

HOST LODGE MEAL:

- Please notify Housing Chairperson if you intend to attend the Gatlinburg Lodge's meal on Thursday night, April 3rd, including total number in your party