





From the Desk, of Administrator Rollie J. Paul, Jr. R. E. Deputy Grand High Priest 7643 Surrey Lane Oakland, CA 94605 (510) 568-7268/604-0060 <u>rolliejp@sbcglobal.net</u>

21 February 2019



Greetings:

The 10th York Rite Annual Communication of the Most Excellent Prince Hall Grand Chapter Holy Royal Arch Masons, Pacific Prince Hall Grand Commandery Knights Templar, Prince Hall Grand High Court Heroines of Jericho and the Pacific Prince Hall Grand Guild Heroines of the Templars Crusade (MEPHGC, PPHGC KT, PHGHC, & PPHGG HC) will be held at the G Hotel Ontario Gateway Hotel in Ontario, CA. The dates for this Annual Communication are Thursday, September 19, 2019 to Sunday, September 22, 2019.

#### **REGISTRATION**

Early Full Registration Fee is \$100.00; Early Badge Only Registration is \$85.00. Early Registration applies to Registration Postmarked on or before Saturday, August 31, 2019. The Late Full Registration Fee is \$125.00; Badge Only Late Registration Fee is \$95.00. Late Registration applies to all Registration postmarked after Saturday, August 31, 2019. On-Site Full Registration Fee and All Full Registration Fees postmarked after Saturday, August 31, 2019 will be \$125.00. On-Site Badge Only and All Badge Only Fees postmarked after Saturday, August 31, 2019 will be \$125.00. All Registration received without proper Fees will be held and "subject to the Dates and Fees Schedules Above." Badge Only Registration includes a Badge Only. This year all Registrations will be handled in the traditional manner by completing the Registration Form. All Refund requests must be in writing. There will be a \$25.00 service charge on all Registration refund requests prior to August 31, 2019. There will be absolutely no refunds after Saturday, August 31, 2019.

Online full and Badge only Registration can be paid at **MEPHGCHRAMCA.ORG** and payment of the souvenir ad can be paid online via Pay Pal or Credit card, however, the congratulatory message and picture must be submitted separately. Please send to the following email address: Lamarr35@hotmail.com

#### **HOUSING**

<u>G Hotel Ontario Gateway Hotel Ontario, California will serve as our Headquarter. To</u> receive the special group rate, you must be registered in the Hotel no later than Saturday, August 24, 2019. When calling to make hotel reservation the code is Royal Arch Mason and when making hotel reservation online the code is RAMRAM.

\*\*It is imperative that we use this Hotel that we are contracted with!!! This allows the Most Excellent Prince Hall Grand Chapter Holy Royal Arch Masons to continue to obtain the best possible housing rate for the membership and to keep registration fees low. It also minimizes the rental fees on our meeting spaces. If you do not use the Hotel that we are contracted with, the Most Excellent Prince Hall Grand Chapter Holy Royal Arch Masons will be required to pay substantial penalties. This in turn will result in increased housing and registration costs for the membership. \*\*

#### SOUVENIR JOURNAL

It is the goal of the York Rite Grand Session Committee to produce a quality Souvenir Program for our 10<sup>th</sup> York Rite Annual Communication. In order that all Advertisements and or Photographs are included in our Souvenir Book, <u>we are requesting that all ads be mailed or</u> <u>delivered early, so that we received them no later than September 3<sup>rd</sup>, 2019 (see enclosed ad</u> <u>form for more detail)</u>

#### **VENDORS**

Vendors remain an integral part of Grand Communication. We constantly seek to have a variety of vendors, and most of our vendors return each year. Space is limited, and is assigned on <u>first</u> <u>come first served basis</u>, in order to reserve space(s), please fill out the enclosed contract. Vendor's booths will be open on Thursday evening September 19, 2019 at 3:00pm. (See enclosed form for more detail)

# <u>Please carefully read all enclosed forms and letters for deadlines and</u> details.

|                               | YORK RITE ANNUAL<br>GRAND COMMUNICATION                                |            |            |      |  |
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|                               | ntario, California ~ Septembe<br>F <b>orm Required Per Person</b> ~    |            |            | ·int |  |
| First Name:                   |  | Last Name: |            |      |  |
|                               |  |            |            |      |  |
| City:                         | State:Zip:   |            |            |      |  |
| Home Phone: ()                | Cell Ph  | one: ()    |            |      |  |
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|                               | NAME   | No.        | TIT        | IF   |  |
| Royal Arch                    | INAML  | 110.       |            | LL   |  |
| Chapter                       |  |            |            |      |  |
| HOJ Court                     |  |            |            |      |  |
| Guild                         |  |            |            |      |  |
| Commandery                    |  |            |            |      |  |
|                               | : February 22, 2019 thru Aug<br>st 31, 2019; late registration f<br>s) |            |            |      |  |
| Early Registration            |  |            | \$100.00   |      |  |
| Late Registration             |  |            | \$125.00   |      |  |
| Early Registration Badge Only |  |            | \$85.00    |      |  |
| Late Registration Badge Only  |  |            | \$95.00    |      |  |
| Additional breakfast tickets  |  |            | \$20.00 ea |      |  |
| Additional banquet tickets    |  |            | \$30.00 ea |      |  |
| Additional receptio           | n tickets  |            | \$15.00 ea |      |  |
|                               |  | TOTA       | L AMOUNT   | \$   |  |

There will be absolutely no registration refunds of any type after August 31, 2019. Make checks or money order payable to Most Excellent Prince Hall Grand Chapter (MEPHGC). There will be a \$25.00 service charge plus bank fees for all NSF/returned checks. Registration is available on-line at MEPHGCHRAM.org via PayPal or Credit card. Mail all registration forms to:

York Rite Grand Sessions Committee C/O Companion Phillip Jones, P.O. Box 1730, Yuba City, California 95992 (530) 902-6365



### York Rite 10<sup>th</sup> Annual Grand Communication State of California





#### SOUVENIR JOURNAL CONTRACT ONTARIO CALIFORNIA–SEPTEMBER, 19 THRU SEPT. 22, 2019

Attached you will find the Souvenir Journal Ad Contract for our Tenth Annual York Rite Grand Communication. The Souvenir Journal will be in color but we again have kept the prices reasonable so that all may place an Ad if they wish. All Ads should be accompanied by either a Cashier's Check, Money Order or a check from the organization. **No Ad will be prepared without payment**.

### COMMUNICATIONS

Holy Royal Arch Masons will have their 111<sup>th</sup> Communication.

Knight Templar will have their 111<sup>th</sup> Communication.

The Prince Hall Grand High Court will have their 94th Communication

The Pacific Prince Hall Grand Guild will celebrate their 19<sup>th</sup> Communication since being re-constituted.

### HISTORY CONTINUES TO BE MADE

All communication for the Souvenir Journal to be sent to

Reginald L. Mitchell 9027 South Figueroa Street Los Angeles, California 90003-3229 Email. Lamarr35@hotmail.com (909) 821-5585

Make Cashier's check, money order or Organization checks payable to Most Excellent Prince Hall Grand Chapter. May be abbreviated as MEPHGC. Mail to: Reginald L. Mitchell – 9027 South Figueroa Street, Los Angeles, CA 90003-3229

### Hard copy may be requested if unable to pull off e-mail.

| <b>G</b> RA                 | York Rite 10 <sup>™</sup> Annual<br>Grand Communication<br>State of California |                                   |           |  |  |  |
|-----------------------------|--|-----------------------------------|-----------|--|--|--|
|                             |  | IAL CONTRACT                      |           |  |  |  |
| ONTARIO CALIF               | ORNIA - SEF  | ртемве <mark>к</mark> , 19-22, 20 | 019       |  |  |  |
| Outside Back Cover          | \$200.00   |                                   |           |  |  |  |
| Inside Back Cover           | \$150.00   |                                   |           |  |  |  |
| Full Page                   | \$90.00  |                                   |           |  |  |  |
| Half Page                   | \$60.00  |                                   |           |  |  |  |
| Additional pictures will be | e an additional  | \$15.00 each on full or half p    | ages only |  |  |  |
| Quarter Page                | \$40.00  |                                   |           |  |  |  |
| Photo w/name & title only   | \$30.00  |                                   |           |  |  |  |
| Well Wishes                 | \$25.00  |                                   |           |  |  |  |
| Officers Photo/name & title | \$20.00  |                                   |           |  |  |  |
| Amount enclosed             |  | \$                                | —_        |  |  |  |
| Name/Organization:          |  | Office:                           |           |  |  |  |
| City/State/Zip:             |  |                                   | _         |  |  |  |
| Phone: ()                   | E-mail:  |                                   |           |  |  |  |
| Method of payment: Cashier  | 's Check   | Money Order:                      |           |  |  |  |
| Organization Check:         |  |                                   |           |  |  |  |

Submit all advertisements and monies by September 3rd, 2019. <u>Hard copy may</u> be requested if unable to pull off e-mail

Print or type all advertisements neatly or provide camera ready copies. Include stamped self addressed envelope for the return of photos or pickup at Registration desk.

Make Cashier's check, money order or Organization checks **<u>payable to</u>** Most Excellent Prince Hall Grand Chapter. May be abbreviated as MEPHGC. <u>**Mail to**</u>

Reginald L. Mitchell 9027 South Figueroa Street Los Angeles, California 90003-3229 Email. Lamarr35@hotmail.com (909) 821-5585

Hard copy may be requested. Online payments may be made at MEPHGCHRAMCA.ORG via Pay Pal or Credit card.





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#### HOTEL ROOM RATE INFORMATION

| Room Type          | Room Rates |
|--------------------|------------|
| Single             | \$80.00    |
| Double / Double    | \$80.00    |
| Exe. / Hosp. Suite | \$80.00    |

All Hotel room rates are subject to state and local taxes currently 11.75% tax and .065% California tourism tax and 2% assessment fee.

| METHOD OF RESERVATION  | CUT-OFF DATE  |
|--|---|
| Call in with advanced deposit or credit card for<br>guarantee. When calling to make hotel reservation<br>the code is Royal Arch Mason and when making<br>hotel reservation online the code is RAMRAM | <ul> <li><u>Reservations must be received by the cutoff</u><br/><u>date of Saturday, August 24, 2019 or the</u><br/><u>remaining rooms in the block will be</u><br/><u>released.</u></li> <li><u>Reservations made after the cut off date will</u><br/><u>be accepted on a space available basis and</u><br/><u>charged at the prevailing rate at time of</u><br/><u>reservations.</u></li> </ul> |
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G Hotel Ontario Gateway Hotel 2200 E. Holt Blvd Ontario, California 91761 (909)975-5000



From the Desk, of Admínístrator Rollie J. Paul, Jr. 7643 Surrey Lane Oakland, CA 94605

21 February 2019

Dear: Potential Vendors

The 10<sup>th</sup> York Rite Annual Communication of the Most Excellent Prince Hall Grand Chapter Holy Royal Arch Masons; Pacific Prince Hall Grand Commandery Knights Templar, Prince Hall Grand High Court Heroines of Jericho and the Pacific Prince Hall Grand Guild Heroines of the Templars Crusade (MEPHGC, PPHGC KT, PHGHC, & PPHGG HC) will be held at the G Hotel Ontario Gateway Hotel; Ontario, CA. The dates for this Annual Session are Thursday, September 19, 2019 to Sunday, September 22, 2019. We are anticipating approximately 300 delegates which will provide you with excellent business and network opportunity. The G Hotel Ontario Gateway Hotel; Ontario, CA. will serve as the Headquarter. All Vendors space will be located in the hotel's exhibit area.

Vendor space will be assigned Thursday September 19, 2019 at 2:00pm. Space will be assigned based on vendor registration, on first come first serve basis. This will be by registration number. The vendor area will open for sales Thursday evening September 19, 2019 at 3:00pm and continue through the Sunday morning September 22<sup>nd</sup>, 2019 @ 12:00 noon. As usual, each vendor will be provided with two (2) six-foot tables placed in an "L" shape. Table linen and skirting are included. Each exhibitor must complete a data sheet per the hotel's policy.

The four (4) day fee is \$200.00 per vendor. (<u>no shared space or subletting of space is</u> <u>permitted</u>). Additional spaces are available at a cost of \$200.00 for four (4) days. Upon request, an extra table can be available for an additional \$50.00.

#### <u>THERE WILL BE A \$50.00 SERVICE FEE CHARGE FOR ANY CANCELLATION.</u> THERE WILL BE A \$75.00 SERVICE FEE CHARGE FOR ANY RETURNED CHECKS.

All requests for vendor space must be submitted by Saturday, August 31, 2019. No personal checks will be accepted after Saturday, August 31, 2019. Vendor fees will not be refunded after Saturday, September 8, 2019. Please note that the Most Excellent Prince Hall Grand Chapter Holy Royal Arch Masons and the G Hotel Ontario Gateway Hotel; will not be providing security for your vendor space. Each vendor is at all times individually responsible for the safeguarding of their merchandise. Vendor space will not be sold on site.

To obtain vendor space, please complete the vendor contract and forward to:

#### York Rite Grand Session Committee Hermon Borders P. O. BOX 22465 Sacramento, California 95822

Please include your Check, Money Order or Cashier's Check payable to: <u>Most Excellent</u> <u>Prince Hall Grand Chapter Holy Royal Arch Masons (M.E.P.H.G.C. Holy Royal Arch</u> <u>Masons). Personal Check will not be accepted after Saturday, September 1, 2019.</u> Should you have any question feel free to contact the York Rite Grand Session Manager by phone or mail.

> Right Excellent Hermon Borders York Rite Grand Session Committee P. O. BOX 22465 Sacramento, California 95822 (530)902-6365 <u>monher@aol.com</u>

Thank you for your continued support. We look forward to see you in Ontario, California



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#### **VENDOR SPACE CONTRACT**

(Please print or type)

| APPLICANT'S NAME:                                    |   |           | HOME PHONE   |   |
|--|---|-----------|--|---|
| ADDRESS:   |   |           |  |   |
| CITY:  | STATE: ZIP:   |           | BUSINESS PHONE:  |   |
| NAME AND NUMBER                                      | OF EMPLOYE  | ES:       |  |   |
| TYPE OF MERCHAND                                     | ISE:  |           |  |   |
| VENDOR FEE: \$200.00<br>Two 6-foot tables for 4 days | EXTRA SPACE: \$200.00<br>Two 6-foot tables for 4 days |           | EXTRA TABLE: \$50.00 TOTAL:<br>One 6-foot table for 4 days |   |
|  |   | • • • • • |  | - |

Please make checks, cashier checks or money order <u>payable to the Most Excellent Prince</u> <u>Hall Grand Chapter Holy Royal Arch Masons (MEPHGC HRAM)</u> and mail to:

> YORK RITE GRAND SESSION COMMITTEE Hermon Borders P.O. Box 22465 Sacramento, CA 95822 (530) 902-6365 monher@aol.com

<u>There will be a \$50.00 service fee charged for any cancellations. There will be a \$75.00</u> service fee for any returned checks. All requests for vendor space must be submitted by Saturday, August 31, 2019. No personal checks will be accepted after Saturday, August 31, 2019. Vendor fees will not be refunded after Saturday, September 7, 2019.

# WE RESERVE THE RIGHT TO REFUSE ACCEPTANCE OF THIS CONTRACT AND TO LIMIT THE NUMBER OF VENDORS.

#### NO SUBLETING

Vendor space will be assigned based on **Registration Number**. Space assignment will be made on Thursday, September 16, 2019 at 2:00pm at the G Hotel Ontario Gateway Hotel; Ontario, California. You or your Representative **MUST** be present to receive your space assignment.

PLEASE NOTE: The Most Excellent Prince Hall Grand Chapter and/or the G Hotel Ontario Gateway Hotel; Ontario, CA will not be providing security for your vendor space. Each vendor is at all times individually responsible for the safeguarding of their merchandise.

The vendors indemnify and agree to hold harmless the Most Excellent Prince Hall Grand Chapter Holy Royal Arch Masons, the G Hotel Ontario Gateway Hotel; Ontario, CA, their officers, directors, employees and agents, for and against any actions, losses, costs, damages, claims and expenses (including attorney fees) arising from any damage to property or bodily injury to the vendor, his representatives, agents and employees by reason of the vendor's occupancy or use of the vendor facilities.

PRINT AND SIGNATURE

DATE





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21 February 2019

ATTENTION!! ATTENTION!!! ATTENTION!!!

# The Host For 2019 York Rite, Annual Grand Communications Saturday Night <u>Banquet</u> Is **Holy Royal Arch Masons**