

February 2018

To Whom It May Concern:

The California-Nevada-Hawaii District of the Lutheran Church-Missouri Synod will be having its 71<sup>st</sup> Convention May 11-12, 2018 at the Sacramento Hilton Inn, 2200 Harvard Street, Sacramento, California.

We will have some space available for those wishing to set-up exhibit tables. The District also has a block of rooms reserved, so if you wish to stay at the hotel, you must call the hotel before March 23, 2018 to reserve a room at the rates below. Call the Hilton before April 23, 2018 to reserve a room at the rates below. Call the hotel reservation line to be included in the convention room rate, 1-800-445-8667. Request the group rate for the Lutheran Church (code CNH).

Reservations may also be made online at

[https://secure3.hilton.com/en\\_US/hi/reservation/book.htm?inputModule=HOTEL&ctyhocn=SMFHIHF&spec\\_plan=CNH&arrival=20180510&departure=20180513&cid=OM,WW,HILTONLINK\\_EN,DirectLink&fromId=HILTONLINKDIRECT](https://secure3.hilton.com/en_US/hi/reservation/book.htm?inputModule=HOTEL&ctyhocn=SMFHIHF&spec_plan=CNH&arrival=20180510&departure=20180513&cid=OM,WW,HILTONLINK_EN,DirectLink&fromId=HILTONLINKDIRECT) Room rates quoted by the hotel may not

include all taxes. Enclosed is a *Registration Form* that ALL attendees need to complete and return to the District office so that it is **postmarked by April 2, 2018**, even if you are not staying at the hotel and/or not participating in the banquet on Friday evening.

<u>Cost</u>	Sleeping room rates are:	\$136.32 single or double occupancy \$148.09 triple occupancy/quad occupancy
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Prices include all taxes.

The Convention will begin on Friday the 11<sup>th</sup> and continue until 5:30 pm on Saturday, May 12<sup>th</sup>. Exhibitors will be able to begin to set up displays beginning at 7:00 a.m. on Friday, May 11<sup>th</sup>. The convention registration will begin at 8:00 am on Friday with Worship at 10:30 am and the opening session at 1:00 p.m. Displays need to be dismantled by 8:00 p.m. on Saturday, May 12<sup>th</sup>.

Display tables are the typical 6-foot found at hotels. Cost for displays are:

District ministries - free

Ministries soliciting membership or support - \$25.00 per table

Commercial - \$50.00 per table

In addition, agencies will be charged hotel rates for any audiovisual equipment requested to be available to them.

The hotel will allow exhibitors to bring their own power strips and cords at **no charge**

Materials for the exhibit may be shipped to those who are staying at the hotel. Please identify clearly the packages. Space is limited for storage. Space is limited for storage. Please do not send the boxes to arrive more than 3 days before the convention. [It's a good idea to save the tracking numbers](#) just in case a box is not delivered. That way it can be determined when it may arrive.

All packages should be labeled as follows:

CA-NV-HI District  
May 11-12, 2018  
ATTN: Jill Wagner  
c/o Hilton Sacramento Arden West  
2200 Harvard Street  
Sacramento, CA 95815  
Box(es) \_\_\_ of \_\_\_ (Multiple boxes MUST be numbered)

The Hilton provides general maintenance of aisles, hotel lighting, heating and ventilation. They will not provide:

- Drayage and placement of display equipment.
- Decoration and related services.
- Guard services.
- Labor, ie. carpenters, electricians, and drapery men.
- Storage of any exhibit related materials.
- Extra lighting and electrical power.
- Extra gas or water supply.

**Hold Harmless Clause:**

The exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury or damage to exhibitor's displays, equipment and other property brought upon the premises of the Hotel and shall indemnify and hold harmless the Hotel, agents, servants and employees from any and all such losses, damages and claims.

**Security:**

The Hilton Hotel will not assume responsibility for damages or loss of any merchandise or articles brought into the Hotel, or for any item left unattended. With advance notice, the Catering/Convention Service Manager can assist in arranging for a security officer.

### **Signage and Displays:**

Signage is not permitted in the lobby or on the public grounds without permission. Displays are limited to the Atrium. No hand written signs will be permitted.

Enclosed you will find the following forms:

1. Request for display table(s)
2. Registration Form
3. Schedule

Please fill out and send the **Request for Display Table** along with a check (if applicable) for the number of tables being reserved. A request form **is required** even if there is no charge for the table. In addition, the **Convention Registration Form** needs to be completed and returned at the same time. Full payment for all shall be sent to the CNH District Office, 2772 Constitution Drive Ste. A, Livermore, CA 94551-7566. Forms need to be postmarked by April 2, 2018.

Request For Display Table/Space  
California-Nevada-Hawaii District  
71<sup>st</sup> District Convention  
May 11 - 12, 2018  
Hilton Hotel, Sacramento, CA

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Name of  
Organization \_\_\_\_\_

Address \_\_\_\_\_

Representative \_\_\_\_\_ Telephone \_\_\_\_\_

Please check boxes according to your needs.

Free standing display - no table needed

Table(s) requested Number of tables x \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Total amount enclosed: \$ \_\_\_\_\_

Special requests: (i.e. electrical outlets)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The hotel will allow exhibitors to bring their own power strips and cords at **no charge**.

Special requests will be honored if possible. You may be directed to the hotel for certain requests such as internet connections.

Please fill out and mail along with Registration Form and complete payment to:

CNH District  
2772 Constitution Drive Ste. A  
Livermore, CA 94551

Account # 41502-736

**REGISTRATION FORM - 71<sup>ST</sup> DISTRICT CONVENTION**

California-Nevada-Hawaii District

May 11 - 12, 2018

Hilton Sacramento Arden West

2200 Harvard Street, Sacramento, CA 95815

**Please Print or Type**

\_\_\_ Dr. \_\_\_ Miss \_\_\_ Mrs. \_\_\_ Ms. \_\_\_ Mr. \_\_\_ Rev. \_\_\_ Rev. Dr.

Name: \_\_\_\_\_

As you want it to appear on the name tag.

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home phone: (\_\_\_\_) \_\_\_\_\_ Work phone: (\_\_\_\_) \_\_\_\_\_

Email address: \_\_\_\_\_

Congregation: \_\_\_\_\_ Location: \_\_\_\_\_

Name

City

State

Spouse's Name (if attending) \_\_\_\_\_

As you want it to appear on the name tag.

Meal package: Friday Lunch & Saturday Breakfast and Lunch \$72.00

Fri. Lunch: Cobb Salad & Sandwich (Vegetarian selection available)

Sat. Breakfast: Scrambled Eggs, Breakfast Meat & Potatoes

Sat. Lunch: Roasted Turkey Croissant Sandwich (Vegetarian selection available)

Number of meal packages: \_\_\_\_\_ x \$72.00 = \$ \_\_\_\_\_

Meal package for emeriti: [ ] yes [ ] no (no charge for emeriti meal package)

For Office Use  
Acct #41502-717  
\_\_\_\_\_  
date

**Check one of the boxes below:**

**Eligible to Vote**

Pastor [ ]

Layperson [ ]

Associate Pastor [ ]

Assistant Pastor [ ]

Alt. Delegate [ ]

**Non-voting**

Pastor (Assc/ Asst) [ ]

DCE/DCO [ ]

Pastor Emeritus [ ]

Deaconess [ ]

MAL [ ]

Teacher [ ]

Deacon [ ]

Teacher Emeritus [ ]

Guest [ ]

Vicar [ ]

Staff [ ]

Exhibitor [ ]

Representing: \_\_\_\_\_

Other: \_\_\_\_\_

**Friday night dinner banquet reservation  
for voting delegates or emeriti:**

I will attend the Friday banquet  
[ ] yes [ ] no

If yes, please check meal selection below:

(no charge to voting delegate or emeriti)

[ ] Sliced Roasted New York Strip

[ ] Chicken Picatta

[ ] Vegetarian Selection

For all others attending  
the Friday night dinner banquet.

Please indicate the number of people and meal  
selection(s) below. Include the appropriate amount of  
money for your selection(s).

# of meals

\_\_\_\_\_ Sliced Roasted New York Strip (\$42.00)

\_\_\_\_\_ Chicken Picatta (\$42.00)

\_\_\_\_\_ Vegetarian Selection (\$42.00)

**A late fee of \$40.00 must be included with any form postmarked AFTER APRIL 2, 2018. ALL who plan to attend the convention need to send in this form. Even if you are not participating in the banquet and/or are not staying at the convention hotel this form STILL MUST be sent to the District Office in order to prepare convention materials. Forms without money may be scanned and emailed to [rita@cnh-lcms.org](mailto:rita@cnh-lcms.org) before April 2, 2018.**

Total Remitted \$ \_\_\_\_\_

**Registration deadline: April 2, 2018**

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Registration form must be postmarked by April 2, 2018 or a late fee of \$40.00 will be charged. Registration form must be accompanied with **payment in full for meal package and/or guest meals** and postmarked by April 2, 2018 or a late fee of \$40.00 will be charged. Return this form with your check made payable to: CNH District-LCMS. Please mail to CNH District, 2772 Constitution Drive Ste. A, Livermore CA 94551.

**WALK-IN, ON-SITE REGISTRATION on 05/11/18 WILL BE PROCESSED FOR \$60.00.**

2018 Convention Agenda – May 11 - 12, 2018

May 11 – 12, 2018

“Hearts Burning With Christ for the World” Luke 24:32

Friday	Registration opens	8:00 am
	Committee meetings	8:00
	Open hearings	8:45
	Delegate orientation	9:45
	Worship Service	10:30
	Lunch (Meal Package)	12:00 pm
	Convention opens	1:00
	District President report – part 1	1:10
	Convention business – Voting	2:15
	LCEF report	2:30
	Greetings from others	2:45
	District President report – part 2	2:55
	Convention business – voting or resolutions	3:30
	Break for Regional Caucuses	5:00
	Convention Banquet	6:30
	Committee meetings as needed after banquet	

Saturday	Breakfast (Meal Package)	7:00 am
	Opening devotion	7:45
	Convention business	8:15
	Synodical President	8:45
	Convention Business	10:00
	Plenary Speaker/Bible Study – Part 1	11:00
	Lunch (Meal Package)	12:00 pm
	Convention Business	1:00
	Plenary Speaker/Bible Study – part 2	3:00
	Greetings from others	4:00
	Convention business	4:15
	Closing Worship; Installation of Officers	5:30