HIERARCHY TRANSPORT 2003 KofC Supreme Convention Washington, D.C.

Virginia State Council Chairmen: Tom Hogan, PSD, 703-560-1390, -Cell: 703-795-3845 e-mail: <u>ThoganVASD@aol.com, -FAX</u>: 703-560-3466 Dave Todd, Jr., 703-385-2195, email:djtoddjr@erols.com

- Mission: Greet Church hierarchy upon arrival at Dulles Airport (IAD) and transport to Convention hotel Washington Hilton on Connecticut Ave.
- Manning: Knights and /or adult family members as drivers (with valid driver's license, Auto insurance, and good car with a/c), PLUS escorts to meet hierarchy (1 Driver + 1 escort per car).
- Plan: Command Post at Convention Hotel to control pickup and delivery of hierarchy; Team leader at Dulles Airport to coordinate.
- Duties: Escort to meet hierarchy, retrieve luggage, accompany Bishop to waiting vehicle And deliver to Convention hotel. After Convention, reverse the process on scheduled day of departure.

Expense reimbursement: 25 cents per mile + parking fees.

Dress: Coat and tie

Rehearsal: All to attend on Wed., June 18 @ 7:00PM - Place: TBD

This is a unique opportunity to closely interact with Church hierarchy.

HIERARCHY TRANSPORT – DULLES AIRPORT KofC SUPREME CONVENTION AUGUST 2003

Flexible hours to meet schedule of hierarchy.

Schedule: Friday, Aug. 1: 1 or 2 teams; Saturday, Aug. 2: 1 or 2 teams; Sunday, Aug. 3: 3 or 4 teams; Monday, Aug. 4: 8-10 teams; Tuesday, Aug. 5: 2 teams; Wednesday, Aug. 6: 10 teams; Thursday, Aug. 7: 4 teams.

WELCOME TABLE DULLES AIRPORT 2003 KofC SUPREME CONVENTION

Chairman: Tom Hogan, PSD 703-560-1390, Cell 703-795-3845, FAX: 703-560-3466 e-mail: ThoganVASD@aol.com

Co-chairman:

Mission: Welcome delegates/attendees to the 121st Supreme Convention and assist with transportation information to Convention site.

Location: Welcome desk with sign at Dulles Airport baggage claim area.

- Staffing: Knights and Spouses/friends; 12 shifts of 3-4 persons each over four days: Friday thru Monday, August 1-4, 2003.
- Duties: Provide information for travel to Convention hotel –cost, schedule, where to board bus, approximate travel time. Respond to other inquiries regarding the Convention.

Dress: Business casual

Rehearsal: All to attend on June 18 at 7:00PM. Place: TBD

WELCOME DESK DULLES AIRPORT 2003 SUPREME CONVENTION

Times: 0900 – 2100 w/ 3shifts of 4 hours each (1) 0900 – 1300, (2) 1300 – 1700, (3) 1700-2100

Days: Friday – Monday, August 1-4, 3 shifts per day w/ 2-3 people per shift

Location: Main terminal baggage area at K of C desk with sign.