



December 13, 2012

**Mr. Michael Yap
1710 SAIC Drive
McLean, VA 22102**

Re: West Point Class of '67 Reunion – November 28 – December 7, 2013

Dear Mr. Yap:

Thank you for considering the Hale Koa Hotel. It is our pleasure to confirm the following accommodations for the West Point Class of '67 Reunion.

Arrival Date: Thursday – November 28, 2013 – 6 Rooms (Committee Members)

Arrival Date: Friday – November 29, 2013 – 39 Rooms

Departure Date: Saturday – December 7, 2013

Total Number of Rooms: 45

Type of Room: Based on available room at the time of booking

***Room Rate (Subject to change 10/1/13): (Single or Double Occupancy)**

Rank: 04-010

Standard: \$118 Moderate: \$130 Garden: \$136 Partial Ocean View: \$147

Ocean View: \$162 Ocean Front: \$196 (2 Queen Beds)

Deluxe Ocean Front: \$222 (One King Bed)

Additional Per Person Charge: \$15-Maximum 4 persons in a room sharing two queen beds.

Rollaways are not allowed.

No. of Rooms Per Day:

Nov 28, 2013 – 6 Nov 29, 2013 – 45 Nov 30, 2013 – 45 Dec 1, 2013 – 45

Dec 2, 2013 – 45 Dec 3, 2013 – 45 Dec 4, 2013 – 45 Dec 5, 2013 – 45

Dec 6, 2013 - 45

Reservation Procedures and Policy:

- a. Members may call 1-800-367-6027 between 8:00 am – 4:00 pm Hawaii time daily except Sundays and Federal holidays and advise they are with the W.Point Class of '67 Reunion group. Reservations must be received by September 29, 2013.**
- b. A one night's deposit is required to guarantee reservations.**

- c. Reservations received after the due date of September 29, 2013 will be based on availability.
- d. 60 days prior to arrival: Review of the number of rooms booked and if 50% is not being utilized, room block will be decreased.
- e. Cancellation Policy: Reservations must be cancelled 30 days prior to arrival date to avoid a one night's cancellation fee.
- f. No-Show Reservation: If a guest fails to check-in on their scheduled arrival date, a no show penalty of one night's room rate will be incurred.
- g. Early Departure: After check-in, if departure dates changes, a one night's room rate will be incurred.
- h. Sponsored Guest Rooms:
The following information is in reference to Sponsored Guests:
 - 1. Eligible persons may sponsor up to three additional guest rooms for friends and family.
 - 2. Sponsors (except those residing on Oahu) must reside in the Hotel during the same period as their sponsored guest.
 - 3. An exception has been authorized to allow sponsored guests to check-in without their sponsor; however, sponsor must co-sign guest's registration card as their military sponsor.

Please advise members to avoid booking on line since reservations will not indicate the are part of the West Point Class of '67 group.

Attached is a booking form for members who may prefer to email or fax their reservation request.

We look forward to serving the West Point Class of '67 and if we can be of further assistance, please feel free to contact us.

Sincerely,
Judy Omiya
Hale Koa Hotel
Reservations Manager
"Serving Those Who Serve"

ON THE BEACH AT WAIKIKI

Fort DeRussy Armed Forces Recreation Center * 2055 Kalia Road, Honolulu, Hawaii 96815-1998
808) 955-0555 * Reservations (800) 367-6027 * www.halekoa.com