

CHAIRPERSONS' INSTITUTE



FRIDAY, FEBRUARY 2, 2024 AND SATURDAY, FEBRUARY 3, 2024

\$350 attendee | Breakout Sessions at VACo HEADQUARTERS

Meals and Accommodation at [Richmond Marriott Hotel](#)

Transportation is provided

NAME: _____

TITLE: _____

EMAIL: _____

COUNTY/ORGANIZATION: _____

CREDIT CARD NUMBER: _____

EXPIRATION DATE: _____

NAME ON THE CARD: _____

Hotel Reservation Details: Lodging costs are not covered in the registration fee. Lodging for the Chairpersons' Institute is at the Richmond Marriott Hotel, 500 East Broad Street, Richmond, VA 23219. Room rates start at \$179 (single room occupancy). To reserve a hotel room, call 800.228.9290 by January 9, 2024, with this code: **VACo Local Government Day** or reserve a room at this [Richmond Marriott Hotel link](#).

Fax completed registration form with credit card information to 804.788.0083.

PLEASE CONTACT
VALERIE RUSSELL AT
VRUSSELL@VACO.ORG
WITH ANY QUESTIONS.

Or please make check payable to VACo. Mail check and completed registration form to 1207 East Main Street, Richmond, VA 23219.

Registration Fee: \$350 Attendee | \$175 Guest

Or [click here](#) to register online.



Refund Policy: Requests for registration refunds are honored if received by January 12, 2024. Substitutions are allowed in the event a supervisor is unable to attend. For more information, call VACo at 804.343.2507.