

TK 3.07a – Hospitality

Responsibility: Host Region

The Hospitality committee is responsible for any activity that will welcome all members and/or guests . This could include

Travel

- 1) Arranging Members and Guests local travel (if possible), e.g., arrange pick-up at the local airport or train station
- 2) Meeting special guests and speakers and escorting them to the hotel/meeting room

Information lists / Description

- 1) Obtaining a list of Religious Services (usually available from the hotel) and a list of local Restaurants for use of early arriving members - - and send it to the Meetings committee to include in the Conference/Board book
- 2) Developing Sightseeing opportunities and points of interest in the local area. If a tour is arranged, this information should be
 - The Sightseeing information and form should be distributed to members via Web Site, Communicator and *NIKE*
 - The cost of a tour may be added to the Registration Form or a separate Tour signup form provided