



The “Mighty” 4th District



76th District Conference

Hosted by: Alpha Alpha Alpha Chapter



April 27 – April 30, 2017

Waterfront Marriott

2 Waterfront Place

Morgantown, WV 26501

(304) 296-1700

(866) 782-9974

Hotel Group Rate Code: 336646

Version 3.1 dated Jan 14, 2017

GENERAL INFORMATION

Please read this information in its entirety before submitting your meeting registration. Thank You!

REGISTRATION REQUIREMENTS: All members of the fraternity must be registered in order to participate in business activities of the Fourth District Annual Conference. **Badges, Tickets and/or International Financial Cards** will be required for admittance to all Annual Conference activities.

REGULAR REGISTRATION: Brothers are urged to register on time to avoid additional fees. The deadline for online registration is **APRIL 1, 2017**. The cost for registration is **\$200.00 Graduate** and **\$100.00 Undergraduate**. Please take advantage of on-line payment and form submission at the district website: www.omega4thdistrict.org, or 4D2017.org which can be used until midnight April 1st with above rates. If you prefer to mail all forms, send them to **Howard Barrett, 4th District Marshal, P.O. Box 677, Morgantown, WV 26507** and **postmarked by March 27, 2017**. **Brothers must have their current international financial card to pick up annual meeting materials.** Registration is non-transferable.

LATE REGISTRATION: Registration received after **APRIL 1, 2017**, will be considered late and the late registration fees will apply. Registrations received after **APRIL 1, 2017**, unaccompanied by the late fee will be returned to the sender. The late registration fee is **\$225.00 Graduate**, and **\$125.00 Undergraduate**.

NOTE: The website will close midnight 4/23 & no mail-in registrations will be accepted after Sun April 23.

ON-SITE REGISTRATION: Graduate On-Site **\$250.00**; Undergraduate **\$125.00**.

ROOM RESERVATIONS: There are an ample number of rooms at the Waterfront Hotel Morgantown, WV for the Annual Conference. NOTE: *The Waterfront is scheduled to fully transition to a Marriott Hotel in March 2017.* **Early room registration is suggested.** Room registration ends **APRIL 6, 2017**. All room reservations at the hotel must be made through the Marriott Waterfront directly, **via phone at (304) 296-1700 / (866) 782-9974**. The room rate at the hotel is **\$139.00** plus tax. The **Group Rate Code is 336646**. You can also mention “76th Annual 4th District Meeting of Omega Psi Phi” OR “Omega Psi Phi” when booking your room. Or feel free to book online at <http://www.waterfrontplacehotel.com/>. Under “Reservations”, pick your arrival date & **enter 336646** in the “**Group ID**” field. Daily self-parking has been reduced to \$5/day.

REGISTRATION OF DELEGATES: All chapter delegates must be financial at all three levels of the fraternity’s structure that is chapter, district and international. Pre-registered delegates must present their current international financial cards at the pre-registration desk. Special badges will be given to all voting delegates.

CREDENTIALS FOR DELEGATES: Pre-registered delegates must have their **VOTING DELEGATE CREDENTIAL FORM (Form 6DC)**, attached received in the District Marshals’ address by March 27, 2017. The chapter’s Basileus and the chapter’s Keeper of Records and Seal must sign the credential form. The same rules apply to **ALTERNATES**.

VOTING ELIGIBILITY: Pursuant to **Chapter IV, Article I, Section 6** of the By-Laws of the Fourth District, District Officers and Past District Representatives may serve as delegates of their respective chapters at the District and Council Meetings. However, they may not cast votes as both district officers/past district representatives and chapter delegates. All financial chapters are entitled to **two** delegates, **each of whom has a vote**. No chapter delegate can cast more than one vote. Simply stated, **both Chapter Delegates** must be present to vote. Alternates cannot be named on the day of the election. All alternates must be listed with proper credentials on file. Remember that the chapter delegate must be financial with the Fraternity at the chapter, district and international levels.

Suspended chapters and non-financial chapters may not have a delegate at the annual meeting. Suspended chapters and non-financial chapter members may not register for the annual meeting.

GENERAL INFORMATION

Continued

DECORUM: No one will be permitted to enter **any** district activity wearing paraphernalia that is lewd or obscene. There will be no exceptions. **Coat and tie must be worn at all official sessions.**

CANCELLATIONS AND REFUNDS: Brothers needing to cancel their Annual Meeting Registration must inform the District Marshal in *writing*. Phone cancellations may be accepted at the discretion of the District Marshal, but such requests must be followed up in writing. **Under no circumstance will a refund be made without a written request.** Brothers who use this option prior to the registration deadline of **APRIL 1, 2017**, will be refunded the registration fee less **25%** administrative fee. Brothers who use this option after the registration deadline of **APRIL 1, 2017**, will be refunded the registration fee less **50%** administrative fee. Last day to make cancellations and request refunds in writing is **APRIL 1, 2017**. Refunds will be mailed no earlier than thirty (30) days after the last day of the Annual Meeting. Any refunds of electronically submitted funds will be credited back to the credit or debit card in which the registration was paid. There will be no cash refunds given for registration using PayPal. **Brothers must contact the Hotel directly to cancel Hotel registrations.**

ATTENDING AND VISITING REGISTRANTS: Brothers who register using the Attending or Visitor status on the registration form herewith must demonstrate that they are financial at least as an International Brother as defined by the International Headquarters of the Omega Psi Phi Fraternity, Inc.

RETURNED CHECKS: A **\$50** bank charge payable to the **Alpha Alpha Alpha Chapter** will be assessed for returned checks.

The District Marshal can be reached at:

Alpha Alpha Alpha Chapter
Brother Howard C. Barrett Jr.- 4th District Marshal
P.O. Box 677
Morgantown, WV 26507

(301) 807-7582 cell
Email: howardbarrett@comcast.net

Alpha Alpha Alpha Chapter Basileus can be reached at:

Alpha Alpha Alpha Chapter
Brother James JT Thomas- AAA Chapter Basileus
P.O. Box 677
Morgantown, WV 26507

(304) 685-7395 cell
Email: aaa.gradchapter@gmail.com



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Tentative Schedule of Events/Activities

Thursday, April 27, 2017

- 10:00 am – 4:00 pm.....**Golf Outing TBD**
- 4:00 pm – 8:00 pm.....Registration
- 5:00 pm – 10:00 pm.....Exhibits Set-Up
- 7:00 pm – 11:00 pm..... Hospitality Suite Open

Friday, April 28, 2017

- 7:00 am – 9:00 am.....Community Service Project
- 9:30 am – 11:45 am.....First Plenary Session
- 8:00 am – 5:00 pm.....Registration
- 9:00 am – 9:00 pm.....Vendor Exhibits Open
- 12:00 pm – 2:00 pm.....History & Archives Exhibit
- 12:00 pm – 1:45 pm.....Fatherhood Initiative
- 11:45 pm – 1:45 pm.....Lunch
- 12:00 pm – 1:30 pm.....Life Membership Luncheon
- 2:00 pm – 4:00 pm.....Second Plenary Session
- 5:00 pm – 7:00 pm.....Hospitality Suite Open
- 7:30 pm – 10:30 pm.....Founder’s Banquet

Saturday, April 29, 2017

- 7:00 am – 9:00 am.....Henry Glaspie DR Breakfast
- 8:00 am – 4:00 pm.....Registration
- 9:00 am – 8:00 pm..... Vendor Exhibits Open
- 9:15 am – 11:45 am.....Third Plenary Session
- 12:00 pm – 2:00 pm.....History & Archives Exhibit
- 12:00 pm – 1:30 pm.....McNair Undergraduate Luncheon
- 1:30 pm – 2:00 pm.....District Photo
- 2:00 pm – 3:00 pm.....Memorial Service
- 3:00 pm – 5:00 pm.....Fourth Plenary Session
- 5:00 pm – 7:00 pm.....Hospitality Suite Open
- 7:00pm – 9:00 pm.....Calvin H. Thomas Talent Hunt
- 9:30 pm – 11:00 pm.....Kevin Cherry March Down
- 11:00 pm – 1:00 am.....Evening Dance

Sunday, April 30, 2017

- 8:00 am – 9:30 am.....Worship Service
- 9:30 am – 12:00 pm.....Executive Committee Meeting & Breakfast



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*(Please read the information and agenda herein before completing this form.)
(Separate forms must be completed for each Brother.)*

Control Number: _____

Name: _____
Last
First
MI

Address: _____
Number
City
State
Zip

Chapter: _____ Address _____

Home Phone: () _____ Office Phone () _____ FAX () _____

Email address: _____

Quette's Name: _____ Child(ren) Name(s): _____

REGISTRATION FEES

NOTE: Additional tickets for special activities **not** included in the basic pre-registration fee must be purchased at the cost(s) shown below.

List # desired here	Item	List Amount(s) here
_____	Graduate Registration: \$200 which includes: (1) Marchdown/Event ticket, (1) DR Breakfast ticket, (1) Undergraduate Luncheon ticket, (1) Founder's Banquet/Event ticket. Late registration fee of \$225 applies after APRIL 1 until April 23, 2017. After April 23, there is only on-site registration for a fee of \$250 .	\$ _____
_____	Undergraduate Registration: \$100 which includes: (1) Marchdown/Event ticket, (1) DR Breakfast ticket, (1) Undergraduate Luncheon ticket, (1) Founder's Banquet/Event ticket. Late registration fee of \$125 applies after APRIL 1, 2017. On-site registration is \$125 .	\$ _____
_____	March Down and Dance \$20	\$ _____
_____	DR Breakfast \$25	\$ _____
_____	Undergraduate Luncheon \$35	\$ _____
_____	Founders Banquet \$65	\$ _____
GRAND TOTAL		\$ _____

Registration Status: (check one) Delegate Officer Attending Visitor

Registration fees must accompany this form. Please make checks or money orders payable to:
Alpha Alpha Alpha Chapter

Please mail all District Meeting registration materials to:
Alpha Alpha Alpha Chapter
Brother Howard C. Barrett Jr.- 4th District Marshal
P.O. Box 677
Morgantown, WV 26507

Registration Deadline ends April 1, 2017

**OMEGA PSI PHI FRATERNITY, INC.
76TH FOURTH DISTRICT CONFERENCE**

VOTING DELEGATE CREDENTIAL FORM
(One Form per Brother)

Chapter _____

Address _____

CERTIFICATION

This is to certify that the brother whose name, address and telephone number appear below is a bona fide member of _____ Chapter, and he is in good financial standing. He has been duly elected to represent said chapter as a delegate to the 2017 Annual Meeting and he is to have all of the rights and privileges pertaining thereto.

Basileus' Signature

Keeper of Records & Seal's Signature

(Please **TYPE** or **PRINT** below the requested information on the delegate.)

Delegate's Full Name: _____

Current Mailing Address _____

Home phone () _____ Work phone () _____

Email address: _____

DELEGATE **ALTERNATE**

Completed form must be on file with the Fourth District Marshal no later than
March 27, 2017

Please mail Delegate Credential Form to:
Alpha Alpha Alpha Chapter
Brother Howard C. Barrett Jr.- 4th District Marshal
P.O. Box 677
Morgantown, WV 26507

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Call Marriott Waterfront Hotel for Hotel Reservations: 866-782-9974.

Ask for the Group Rate Code: 336646

Date of Meeting: April 27 – April 30, 2017

Please note that Alpha Alpha Alpha Chapter will not be accepting credit card information for hotel reservations. Please call the hotel directly using the number listed above or use the link provided on the District Meeting page on the 4th District Web Site (www.omega4thdistrict.org or 4D2017.org) for hotel reservations.

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Kevin Cherry March Down Saturday April 29, 2017

Each chapter, Graduate or Undergraduate, will be allowed to send one March Down Team. Any step team may, if they desire perform only as a general exhibition act. However, be advised in doing so, the step team will not be considered as a competing team. As a result, general exhibition step teams will forfeit the opportunity to represent the Fourth District at this year's conclave.

RULES AND REGULATIONS

- 1) Each March Down Team will be given a time limit of ten (10) minutes with a (2) two-minute warning. Each minute over the time will result in a five-point deduction. Time will begin once the first step begins.
- 2) March Down Teams are limited to twelve (12) members including props/special effects crew.
- 3) Each March Down Team will be allowed (2) minutes to assemble and disassemble any stage props and special effects equipment.
- 4) All competing teams will be judged and the team selected to represent the Fourth District at this year's Conclave (if a conclave year) will be announced at the conclusion of the competition.
- 5) March Down competition will be judged on the following criteria:
 - I Precision; transition of steps
 - II Enthusiasm/Intensity
 - III Creativity and Originality
 - IV Appearance/uniformity and dress
 - V Vocal Quality

Any vulgar act or expression or any use of canine reference in a derogatory manner construed as embarrassing to the Fraternity or contrary to the principles of the Fraternity will result in disqualification and elimination from competition. No fatigues, cut off pants or shorts will be allowed in the competition.

ALL TEAMS MUST HAVE AT TWO MEMBERS REGISTERED FOR THE DISTRICT MEETING TO STEP IN THE SHOW. ALL MEMBERS OF THE STEP TEAMS MUST BE FINANCIAL.



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March Down Registration Form

Name of Chapter: _____ Date _____

Chapter Address: _____

City State Zip

March Down Team Members

- | | |
|----------|-----------|
| 1) _____ | 7) _____ |
| 2) _____ | 8) _____ |
| 3) _____ | 9) _____ |
| 4) _____ | 10) _____ |
| 5) _____ | 11) _____ |
| 6) _____ | 12) _____ |

March Down Team Contact Person:

Name: _____
 Phone: () _____
 Address: _____

 Email: _____

Please return form to:
**Alpha Alpha Alpha Chapter
 Brother Derek Knight – March Down Chair
 P.O. Box 677
 Morgantown, WV 26507**

Please call or email Brother Derek Knight with any questions
**Phone: (313) 220-8350
 d2queknight@gmail.com**

THIS FORM MUST BE SUBMITTED BY APRIL 1, 2017



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Souvenir Program Book Ad Options

Corporate

- Full-Page: \$300 Half-Page: \$200 Quarter Page: \$100 Business Card \$50

Brotherhood

- Full-Page (Black & White) Individual Brotherhood Ad: \$100

Contact Information:

Company Name _____ Contact Name _____

Address _____

City _____ State _____ Zip Code _____

Phone Number _____ Email Address _____

IMPORTANT INFORMATION:

Please ensure that all ads are formatted the way you want them to be formatted at the time of submission.

All ads must be received no later than March 27, 2017.

To Brothers of the Mighty 4th District:

Please select ONE (1) person to send and receive all correspondence in regards to the Souvenir Journal for your chapter.

Ads may be sent to Brother Paul Mears at nuzetaacedog@gmail.com or the address below. Feel free to email any questions to nuzetaacedog@gmail.com or call (443) 416-2478. Please make checks payable to Alpha Alpha Alpha Chapter and send to:

**Alpha Alpha Alpha Chapter
Brother Paul Mears – Ad Book Chair
P.O. Box 677
Morgantown, WV 26507**

Special Requests for the District Marshal or Quette Hostess
