

**Kairos of Texas 1st Quarter State Chapter Meeting
Saturday January 12, 2019 from 8:30 am to 2:30 pm**

Location: HILL COUNTRY BIBLE CHURCH; 12124
RANCH ROAD 620 NORTH; AUSTIN, TX 78750
Refer to the KOT website for more information and
directions: <http://kairostexas.org/Directory.html>

- **If you need a hotel room for Friday evening, please provide the following information for each person:**
 - First name, last name, and gender
 - The name of Kairos Prison Unit
 - The Advisory Council role (if any)
 - Any special needs requested (i.e. Handicap Access Room)
 - First and Last name of your preferred roommate – if no roommate is specified, you will be assigned a roommate
 - E-mail address for confirmations
 - **If you are coordinating rooms for multiple people, please include all requested information for each person**
 - **Rooms are double occupancy; specific hotel choice is not guaranteed**
- E-mail room reservation requests to **Joaquin Ytuarte** at j.ytuarte01@gmail.com by **December 25, 2018**
- **Due to hotel policy, we must provide a room list to the hotels by Friday, December 28, 2018**
 - You will receive a hotel assignment and confirmation about a week before the meeting
 - Training will be available for the following jobs Treasurers, financial and State Rep

FINALLY: If you request a room reservation and find you must cancel, be sure to notify **Joaquin** at least 48 hours in advance. **Any no-shows without advance notice will be responsible for the cost of their room reservation.**

Thanks and Be Blessed

Joaquin Ytuarte
210-896-2016