

AMERICAN MEDICAL ASSOCIATION

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Liferination for class reunion,

PUBLIC AFFAIRS DIVISION

WAYNE W. BRADLEY Director

DEPARTMENT OF SPECIALTY SOCIETY SERVICES

MEMORANDUM

JAN W. KOLEHMAINEN Director (751-6493) GUY D. BEAUMONT, JR. Assistant Director (751-6489)

TO:

AMA Section Council Delegates and Alternates

FROM:

Jan W. Kolehmainen, Director

Guy D. Beaumont, Jr., Assistant Director Department of Specialty Society Services

DATE:

August 22, 1975

SUBJECT:

Travel Arrangements for Clinical Convention

For the 1975 AMA Clinical Convention in Hawaii the AMA has established special arrangements for all travel needs with <u>Group Travel Unlimited</u> in Chicago. Blocks of hotel sleeping rooms are being held in the Sheraton Waikiki, the AMA's Headquarters Hotel, and are reserved for those delegates or alternates attending the Convention.

To ensure the lowest possible applicable air fare, we strongly urge those delegates or alternates who will represent their specialty in the House of Delegates to make both air line and hotel arrangements through G.T.U. Due to existing air line regulations regarding group tour programs, the air line fares must be issued in conjunction with prepaid hotel reservations. Therefore, if a delegate purchases his air ticket from an agent other than G.T.U., that agent will not be able to issue the lowest applicably priced air line ticket.

Your travel arrangements should be finalized by September 15, 1975. All requests for individual services, such as special flights or other special arrangements should be directed to G.T.U. There is no service charge for making special arrangements.

G.T.U. will confirm all hotel and air reservations upon receipt of the reservation form, with deposits, and at that time will advise the total costs of the arrangements. Confirmations will not be made unless you specify (1) You want only hotel arrangements or (2) You want hotel and air line arrangements, and (3) You include the required deposit or full payment.