

2025 One Voice D.C. Participant Information and Sign-Up Forms

Fresno "One Voice" Trip – April 27 – May 1, 2024

Fresno COG is planning its annual One Voice Trip to Washington, D.C. and is holding 20 hotel rooms with three spots committed to COG staff and the Fresno COG Policy Board Chairperson, at \$349 per night + 15.95% room tax.

Marriott Bonvoy members will receive complimentary, standard, in-room internet access during their stay. Non-members may sign up for Marriott Bonvoy any time prior to their stay or at check-in upon request to access this benefit.



Hotel Information:

The Mayflower Hotel, Autograph Collection
1127 Connecticut Avenue NW
Washington, DC 20036
(202) 347-3000

[Hotel Website Link](#)

Registration Fees: A non-refundable \$300 registration fee is required for each participant attending the 2025 One Voice trip. The fee and delegate form are due no later than April 1, 2025. This fee covers all materials, meeting refreshments and ridesharing services. You will be billed for any remaining charges over \$300 that Fresno COG may incur on your behalf. Fresno COG is not responsible for hotel charges, room incidentals, shuttle service to and from the airport, alcohol or meal purchases other than what is indicated. Any additional reimbursements owed to Fresno COG must be remitted no later than May 30, 2025. Registration fees apply to One Voice participants only.

Delegates' guest(s): One Voice participants bringing spouses or guests to group tours, dinners or meetings should complete and submit the guest participation form and a trip deposit fee of \$200. The fee covers mid-week transportation, refreshment costs, meeting materials and other essentials.

Metro Passes: Metro transit passes may be included with registration if it is deemed necessary and are good for seven days with unlimited trips.

Planned dinners requiring prior reservations: Delegates registering for a group dinner where prior reservations are required will be charged if they cancel after the announced deadline or if they fail to attend. Guests attending group dinners will also be charged unless otherwise specified.

Morning Meals and Meeting times: Participants will be responsible for their own breakfast each morning unless otherwise announced. Morning briefings may be held at set meeting locations. All participants must be ready to leave the hotel at designated times, allowing adequate time to travel to meeting locations, go through security checkpoints and be escorted to meeting rooms. Attending the Monday evening delegation dinner and morning briefings is required to properly prepare for delegate meetings.

Hotel Accommodations: All participants will be responsible for making, modifying, or canceling their own hotel reservations. Guests must make their own reservations online at <https://book.passkey.com/go/FresnoCouncil>. You may also call the following dedicated Group Reservations phone number to access special block rates: Reservations Toll Free #: 877-212-5752

When calling, indicate the event name and dates of your stay to secure a room in Fresno COG's One Voice DC block. **All reservations must be made on or before Sunday, April 6, 2025.** Twenty rooms are available for One Voice delegates, but we can expand that room block if we are sure delegates will need them. All reservations must be guaranteed with a major credit card.

PLEASE NOTE: Charges for room cancellations **after April 6, 2025, become the delegate's responsibility** if the room nights are not rebooked by another Fresno COG delegate.

Transportation: Participants are responsible for booking their own transportation to and from Washington, D.C. Delegates arriving on the same flight with Fresno COG staff may opt to join Fresno COG's travel reservations from the airport to the hotel.

Attending One Voice: To reserve your spot on the One Voice trip, please email or deliver by hard copy, a completed and signed copy of the attached *2025 Fresno COG One Voice Delegate Reservation Form Packet* to Brenda Thomas at bthomas@fresnocog.org Please mail or hand-deliver check or cash for your \$300 deposit payment. Fresno COG does not accept credit cards.

Mail or deliver forms and payment to:

Brenda Thomas
Communications & Planning Services Manager
Fresno Council of Governments
2035 Tulare Street, Suite 201
Fresno, CA 93721

Updated trip information will be posted to COG's website at the following link: [Fresno COG Legislative Advocacy Trips - Fresno Council of Governments](#)

PLEASE KEEP THIS PORTION OF THE INTENT TO TRAVEL FOR REFERENCE



2025 Fresno COG One Voice Delegate Reservation Form

Name: _____ Title: _____
Organization: _____ Address: _____
City: _____ State/Zip: _____
Phone: _____ Email: _____
Cell Phone: _____

Emergency Contact Information:

Name of contact:

Relationship to delegate:

Phone number(s): _____

Email: _____

More Information, please check all that apply:

_____ Yes, I am committed to participating and will pay for the cost of the trip. I will submit a \$300 participation fee.

_____ Yes, I am bringing a guest(s) with me on the 2024 One Voice trip. I will submit a \$200 deposit for my guest, as well as the required Guest Participation Form.

Name of Guest(s): _____

One Voice Participant Signature _____

Participant Disclaimer

Advocacy

For legislative advocacy purposes, Fresno COG exclusively reserves the right to use the One Voice moniker. No delegate or agency will advocate separately on any issue other than those agreed upon by the Fresno Council Policy Board at any time while using the One Voice name.

While this admonition does not preclude delegates from extending their stay in Washington D.C. or from bringing additional staff or representatives during the One Voice trip timeframe, additional staff members or representatives may not use the One Voice name to advocate during non-sanctioned activities.

In addition, any person committed to attending the One Voice trip must participate in all scheduled appointments assigned and not hold separate meetings during One Voice DC meeting hours unless previously discussed and agreed upon by the One Voice delegates.

Expenses

A non-refundable \$300 registration fee is required for each participant attending the 2025 One Voice trip. The fee and delegate form are due no later than April 1. This fee covers all materials, meeting refreshments and ridesharing services. You will be billed for any remaining charges over \$300 that Fresno COG may incur on your behalf. Fresno COG is not responsible for hotel charges, room incidentals, shuttle service to and from the airport, alcohol or meal purchases other than what is indicated. Any additional reimbursements owed to Fresno COG must be remitted no later than May 30, 2025. Registration fees apply to One Voice participants only.

Delegates' guests should complete and submit the guest participation form and a trip deposit fee of \$200.

Charges for room cancellations **after April 6, 2025, become the delegate's responsibility** if the room nights are not rebooked by another Fresno COG delegate.

The trip is scheduled for April 27 – May 1, 2025, including travel days.

I agree to cooperate with the policies listed above: (Please sign below)

Participant Signature

Date





2025 Fresno COG One Voice Guest Reservation Form

One Voice DC delegate's guests attending group tours, dinners or meetings should complete and submit this guest participation form with a trip deposit fee of \$200. The fee covers mid-week transportation, refreshment costs, meeting materials and other essentials.

Name: _____

Guest of: _____

Address: _____

City: _____ State/Zip: _____

Phone: _____ Email: _____

Cell Phone: _____

Emergency Contact Information:

Name of contact:

Relationship to delegate:

Phone number(s): _____

Email: _____

One Voice Guest Signature _____