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**From:** Calista Frank  
**Sent:** Wednesday, February 28, 2024 11:00 AM  
**To:** helentravis@charter.net; MaryBeth Heikkinen  
**Subject:** Lutheran Women's Missionary League - MI District

Hi!

My name is Calista Frank and I am the Group Reservations Coordinator at the Amway Grand Plaza. We are so excited to welcome the Lutheran Women's Missionary League to the hotel at the end of June.

I am in charge of all of the rooming for the attendees of your group. Your discounted rate has been set up in our system is ready for people to book whenever they are ready. They are more than welcome to book through a booking link that I will provide for you or they can call our hotel reservations team. Below is some helpful information that you can pass along to your guests:

- The booking link: <https://book.passkey.com/e/50668774>
- Reservations phone number: 800.253.3590
- Our hotels number: 616.774.2000

When guests call the hotel or our reservations team, they will just need to state that they are booking a room with the Lutheran Women's Missionary League and state the days that they are looking to book. Our team will then know how to proceed with making sure that they get the discounted rate.

If you have any questions or need any additional information, please do not hesitate to contact me.

I look forward to working with you all!

Thank you,



**Calista Frank**

Group Reservations Coordinator

616.776.3312 | direct dial

Amway Grand Plaza, Curio Collection by Hilton

[amwaygrand.com](http://amwaygrand.com)