

**Current as of Mar 28, 2020**  
**- WAITING FOR NEW DATE -**  
**Cancel exiting reservations – will post new date when we know**

## ***Hotel and Reservation Procedures***

**Crowne Plaza**  
**1480 Crystal Drive**  
**Arlington, VA 22202**  
**Phone 703-416-1600**  
[www.cpcrystalcity.com](http://www.cpcrystalcity.com)



<b>Reservation Method:</b>	Individual Call-In or Internet link below
<b>Reservation Payment:</b>	Individuals pay own room & tax charges
<b>Reservation Phone Number:</b>	1-877-685-5593
<b>Group Name &amp; Code:</b>	Colonel Richard Cole Remembrance ( <b>Code: CRC</b> )

### **Group Rate** (*Limited Availability*)

**HOTEL PRICE:** The per night price you see when booking is the average overall price per night. Example: Wednesday \$169, Thursday, Friday, Saturday is \$129 = \$556. Divide \$556 by 4 = \$139. Therefore, you will see \$139 per night.

**Reservation Link (CRC Code Included):** [Colonel Richard Cole Remembrance](#) <<< **CLICK HERE**

Any rooms not reserved by this date will be released for general sale. Any reservation requests after this time are based upon availability and at prevailing rates.

**Check-In:** 3:00pm

**Check-Out:** 12:00pm

**Cancellation Policy:** 24 hours in advance

**In Rooms:** Small refrigerator

**Lobby Gift Shop:** Microwave

**Airport Shuttle:** Is available from Ronald Reagan Washington National Airport (DCA). Call 703-416-1600 for pickup.

**Guest Parking:** Self-parking is available daily/overnight for a 50% discounted fee of \$20.00 per vehicle for members of the group (regular rate is \$40 per day). When you enter the parking garage you will get a ticket (you need this going in and out of the garage). Make sure to notify the front desk at check in that you have a vehicle and give them the group code CRC) as this charge will be added to your hotel bill.

**Metro Rail:** Crystal City Station is located by the hotel. Visit [www.wmata.com](http://www.wmata.com) for routes & maps.

- Great transportation to use when visiting Washington DC