



Welcome to Moody Hall!

The Alumni Agencies staff is honored to be able to offer you a place to stay during your return visit to the Institute. We look forward to seeing you during your visit, so if time permits, feel free to drop by our offices.

Staying in Moody Hall is a privilege to our alumni, so we are providing “house rules” for your information and benefit. This is an alumni facility, and we ask that you take a moment to familiarize yourself with the following so you may maximize the enjoyment and the purpose of your visit.

- There is a daily occupancy fee of \$50.00 per night, per bed.
- Moody Hall is a non-smoking building, inside and out.
- We ask that you maintain a proper decorum during your stay as a courtesy to events that frequently occur during normal business hours and weekends throughout our facility.
- Cadets are not allowed in guest rooms unless prior approval has been obtained from the Chief Operating Officer (COO) of the Alumni Association.
- Spouses or boy/girlfriends are not allowed to stay in the guest rooms unless they, too, are fellow alumni of VMI. (exception: the COO may authorize spouses)
- The kitchen is provided for the convenience of our guests. Your assistance in maintaining the facility and all its amenities in a clean and orderly fashion is expected. Coffee is available free of charge.
- If your stay extends beyond one day, please be advised that we have limited daily maid service. Additional towels can be obtained by asking a member of our available staff.
- Moody Hall offers six guest rooms; each is equipped with two twin beds. Since availability is limited, room reservations cannot extend past two weeks.
- Check out time is promptly at 10:30 a.m. **Approval for late checkout must be cleared, in advance, by a member of the Alumni Association staff.** Please leave the key in the room upon checkout. There is a \$35.00 charge when keys are not returned. If your key is lost, please call **post police** to gain entrance to your room at **540-460-8177**.
- Our staff hours are 8 a.m. until 4:30 p.m. Monday through Friday. **Reservations will only be accepted during these hours of operation.**
- If you need to cancel a reservation, we ask that you call and give us as much advanced notice as possible so that we can free your room for another guest.

Again, we welcome you back to VMI. We trust that you will enjoy your visit.
Your VMI Alumni Agencies Staff