



To: All Vendors

From: Jacob Brown, Purchasing Department, Collins Machine Works

Subj: Visiting Hampton Roads

All Concerned,

I am often asked by visiting vendors for recommendations on accommodation while visiting Collins Machine Works in Portsmouth, Virginia. I recommend the following establishments.

1. Hilton Garden Inn Virginia Beach
252 Town Center Dr, Virginia Beach, VA 23462
1 757 326 6200
2. The Westin Virginia Beach Town Center
4535 Commerce Street, Virginia Beach, VA 23462
1 757 557 0550
3. Crowne Plaza Virginia Beach Town Center
4453 Bonney Rd, Virginia Beach, VA 23462
1 757 473 1700
4. Norfolk Waterside Marriott
235 E Main St, Norfolk, VA 23510
1 757 627 4200

Please note that while these hotels are not in the city of Portsmouth, they are in the greater Hampton Roads area and are 20 minutes or less from Collins Machine Works.

Things to consider:

1. Traffic can be very heavy during peak hours, especially around tunnels and bridges of which there are many. If you are traveling between 7 – 9:00 am or 3-6:00 pm, expect delays.
2. If you choose a hotel not listed above, it is highly recommended that you avoid the south side of Norfolk, the south side of Newport News, and the entirety of Portsmouth.

If you have any questions please give me a call at 757 399 7777.

Best Regards,
Jacob Brown