

Immanuel Church-on-the-Hill

Episcopal/Anglican Alexandria, Virginia



THE THIRD SUNDAY OF ADVENT

December 17, 2023

Holy Eucharist, Rite I, 8:00 a.m.

GAUDETE SUNDAY

Page numbers refer to The Book of Common Prayer.

THE WORD OF GOD

Opening Acclamation p. 323

Celebrant: Blessed be God: Father, Son, and Holy Spirit.

People: And blessed be his kingdom, now and for ever. Amen.

The Collect for Purity p. 323

Kyrie eleison

Lord, have mercy upon us. Christ, have mercy upon us. or Lord, have mercy upon us. Kyrie eleison. Kyrie eleison.

The Collect of the Day

The Lord be with you.

People: And with thy spirit.

Celebrant: Let us pray.

Stir up thy power, O Lord, and with great might come among us; and, because we are sorely hindered by our sins, let thy bountiful grace and mercy speedily help and deliver us; through Jesus Christ our Lord, to whom, with thee and the Holy Ghost, be honor and glory, world without end. *Amen.*

The First Lesson: Isaiah 61:1-4, 8-11

The spirit of the Lord God is upon me, because the Lord has anointed me; he has sent me to bring good news to the oppressed, to bind up the brokenhearted, to proclaim liberty to the captives, and release to the prisoners; to proclaim the year of the Lord's favor, and the day of vengeance of our God; to comfort all who mourn; to provide for those who mourn in Zion—to give them a garland instead of ashes, the oil of gladness instead of mourning, the mantle of praise instead of a faint spirit. They will be called oaks of righteousness, the planting of the Lord, to display his glory.

They shall build up the ancient ruins, they shall raise up the former devastations; they shall repair the ruined cities, the devastations of many generations. For I the Lord love justice, I hate robbery and wrongdoing; I will faithfully give them their recompense, and I will make an everlasting covenant with them.

Their descendants shall be known among the nations, and their offspring among the peoples; all who see them shall acknowledge that they are a people whom the Lord has blessed. I will greatly rejoice in the LORD, my whole being shall exult in my God; for he has clothed me with the garments of salvation, he has covered me with the robe of righteousness, as a bridegroom decks himself with a garland, and as a bride adorns herself with her jewels. For as the earth brings forth its shoots, and as a garden causes what is sown in it to spring up, so the Lord God will cause righteousness and praise to spring up before all the nations.

The Word of the Lord Response: *Thanks be to God*.

Psalm 126 In convertendo

- When the Lord restored the fortunes of Zion, * then were we like those who dream.
- Then was our mouth filled with laughter, * and our tongue with shouts of joy.
- Then they said among the nations, *
 "The Lord has done great things for them."
- The Lord has done great things for us, * and we are glad indeed.
- 5 Restore our fortunes, O Lord, * like the watercourses of the Negev.
- 6 Those who sowed with tears * will reap with songs of joy.
- 7 Those who go out weeping, carrying the seed, * will come again with joy, shouldering their sheaves.

The Epistle: 1 Thessalonians 5:16-24

Rejoice always, pray without ceasing, give thanks in all circumstances; for this is the will of God in Christ Jesus for you. Do not quench the Spirit. Do not despise the words of prophets, but test everything; hold fast to what is good; abstain from every form of evil.

May the God of peace himself sanctify you entirely; and may your spirit and soul and body be kept sound and blameless at the coming of our Lord Jesus Christ. The one who calls you is faithful, and he will do this.

The Word of the Lord

Response: Thanks be to God.

The Holy Gospel: John 1:6-8,19-28

The Holy Gospel of our Lord Jesus Christ, according to John Response: *Glory be to thee, O Lord*.

There was a man sent from God, whose name was John. He came as a witness to testify to the light, so that all might believe through him. He himself was not the light, but he came to testify to the light.

This is the testimony given by John when the Jews sent priests and Levites from Jerusalem to ask him, "Who are you?" He confessed and did not deny it, but confessed, "I am not the Messiah." And they asked him, "What then? Are you Elijah?" He said, "I am not." "Are you the prophet?" He answered, "No." Then they said to him, "Who are you? Let us have an answer for those who sent us. What do you say about yourself?" He said, "I am the voice of one crying out in the wilderness, 'Make straight the way of the Lord," as the prophet Isaiah said. Now they had been sent from the Pharisees. They asked him, "Why then are you baptizing if you are neither the Messiah, nor Elijah, nor the prophet?" John answered them, "I baptize with water. Among you stands one whom you do not know, the one who is coming after me; I am not worthy to untie the thong of his sandal." This took place in Bethany across the Jordan where John was baptizing.

The Gospel of the Lord

Response: Praise be to thee, O Christ.

The Sermon: Mr. Reggie Haynes, Postulant Intern

The Nicene Creed p. 326

The Prayers of the People

Confession of Sin and Absolution

p. 331

Most merciful God,
we confess that we have sinned against thee
in thought, word, and deed,
by what we have done,
and by what we have left undone.
We have not loved thee with our whole heart;
we have not loved our neighbors as ourselves.
We are truly sorry and we humbly repent.
For the sake of thy Son Jesus Christ,
have mercy on us and forgive us;
that we may delight in thy will,
and walk in thy ways,
to the glory of thy Name.
Amen.

The Peace

Celebrant: The peace of the Lord be always with you.

People: And with thy spirit.

THE HOLY COMMUNION

The loose plate offering will go to the Christmas Families program to be used to buy gifts for the additional families not "adopted" by parishioners. Please make checks payable to Immanuel, marked "Christmas Families".

The Offertory

Clergy: All things come of thee, O Lord; and of thine own have we given thee.

As the offering is brought forward, gifts given by parishioners for those in the Christmas Families program will also be presented at the Altar.

The Great Thanksgiving: Eucharistic Prayer II

p. 340

p. 343

Celebrant: The Lord be with you.
People: And with thy spirit.
Celebrant: Lift up your hearts.

People: We lift them up unto the Lord.

Celebrant: Let us give thanks to the Lord our God.

People: It is meet and right so to do.

Sanctus and Benedictus p. 334

The Lord's Prayer p. 336

THE BREAKING OF THE BREAD

Celebrant: Alleluia, Christ our Passover is sacrificed for us

p. 337

People: Therefore let us keep the feast. Alleluia.

- O Lamb of God, that takest away the sins of the world, have mercy upon us.
- O Lamb of God, that takest away the sins of the world, have mercy upon us.
- O Lamb of God, that takest away the sins of the world, grant us thy peace.

CHANGE IN COMMUNION PRACTICE RELATED TO INTINCTION: Our Bishop has issued a new policy discouraging communicants who wish to intinct (dip) the consecrated Bread from doing the intincting themselves. The goal is to avoid the many fingers and fingernails that can find their way into the Wine of the chalice, and the new procedure will resemble in some ways what we did during the later stages of the pandemic. The procedure is as follows:



Receive the consecrated Bread as usual.



If you plan to drink from the chalice please consume the Bread, as usual, and then move to the chalice to drink.



If you plan to intinct, please leave the Bread in your hand, and the Chalicist will intinct for you and then place the intincted Bread back on your hand (or on your tongue, for those who prefer).

Prayers for healing, with the laying on of hands, are offered at the icon on the right side of the Altar during Communion.

Post Communion Prayer

Almighty and everliving God, we most heartily thank thee for that thou dost feed us, in these holy mysteries, with the spiritual food of the most precious Body and Blood of thy Son our Savior Jesus Christ; and dost assure us thereby of thy favor and goodness towards us; and that we are very members incorporate in the mystical body of thy Son, the blessed company of all faithful people; and are also heirs, through hope, of thy everlasting kingdom. And we humbly beseech thee, O heavenly Father, so to assist us with thy grace, that we may continue in that holy fellowship, and do all such good works as thou hast prepared for us to walk in; through Jesus Christ our Lord, to whom with thee and the Holy Ghost, be all honor and glory, world without end. Amen.

The Blessing

Life is short, and we have too little time to gladden the hearts of those who journey with us. So, be swift to love and make haste to be kind... and may the blessing of God Almighty, Father, Son and Holy Spirit be with you now and always. *Amen*

The Dismissal

Clergy: Go in peace to love and serve the Lord.

People: Thanks be to God.

SERVING AT THIS EUCHARIST: *Reader/Intercessor*: Dodd Sims

Altar Guild: Susan Gildersleeve

Usher: Tom Brown

Flower Guild: The Immanuel Flower Guild *Celebrant*: The Rev. J. Randolph Alexander

GAUDETE SUNDAY

Gaudete Sunday, the third Sunday of Advent, takes its name from the Latin word *Gaudete*, which means "rejoice." It is the first word in the proper Introit for the third Sunday of Advent, from the Roman missal.

It is often symbolized by a pink or rose color, hence the traditional pink candle in Advent wreaths.

The readings for this day are characterized by joy and expectancy, as we look towards the celebration of Our Lord's Nativity.

p. 337

The funeral for <u>Betty Wanamaker</u> will be Saturday, December 30th, at 10:30 AM at Goodwin House Alexandria. A Committal for the Interment of ashes will follow at 2 PM in the <u>Memorial Garden at Zabriskie Chapel</u>.

Rest eternal grant unto her, O Lord, and may light perpetual shine upon her. May her soul, and the souls of all the faithful departed, rest in peace, and rise in glory.

SEEKING NEW VESTRY MEMBERS

Our annual meeting is scheduled for the end of January, when we will elect new Vestry members to begin three-year terms. If you are interested in discussing what Vestry service at Immanuel entails, or if you are feeling called to stand, please contact Senior Warden Kristi Kubista-Hovis kristi_kubista@yahoo.com or Father Randy at ralexander@icoh.net.



Virginia Theological Seminary Cordially Invites you to the

OPENING AND DEDICATION OF THE WELCOME CENTER

with its exhibits: The St. Francis Crèche Collection and the St. Nicholas exhibit

by the Rt. Rev. Mark Stevenson, Bishop of the Diocese of Virginia,

followed by light refreshments and

The Service of Lessons and Carols

with presentation of The Dean's Cross to

Ellen Wofford Hawkins

daughter of The Rev. Dr. J. Baney Hawkins IV

Sunday, December 17, 2023 Dedication at 3 p.m., The Welcome Center Service at 4:30 p.m., Immanuel Chapel

To attend, you <u>must register online in advance</u> for any and all events of the day, including the celebration dinner that follows the service. To RSVP, please find this bulletin on Immanuel's website and click on the cross above or the link below. https://survey.alchemer.com/s3/7615414/Advent-III

Immanuel Church-on-the-Hill Parish Notes December 17, 2023

IN THE NAME OF CHRIST we welcome you to Immanuel Church-on-the-Hill!

Immanuel is an Episcopal Church in the Diocese of Virginia, and is part of the world-wide Anglican Communion. Immanuel was founded by the Virginia Theological Seminary. We are one parish that worships in two locations: the Zabriskie Chapel (3606 Seminary Road), and Immanuel Chapel (3737 Seminary Road) on the seminary grounds. Both chapels offer a fully-staffed nursery for our infant and toddler parishioners.

Visitors are encouraged to fill out a visitor card — located in the pews or display stands at the entrances of the chapels. Give your card to an usher or place in the collection plate. Thank you.

For the latest information on our online worship service and to view a video of our most recent service, please visit our website (www.icoh.net).

PRAY FOR PARISHIONERS: Natalie Doyle Hennin, Rollin Huntington, Marianne Ingold, Frances Johnson, Joseph, Kenny, Ann MacNamara, Cynthia Morton, Linda and Cy Murphy, Tony Rogers, Catherine Sinclair, John Smucker, Norma Taliaferro, and Francine Wargo.

PRAY FOR OUR FRIENDS AND FAMILY: Alice, Jack Allen, Kathryn Anschutz, Dave and Betsy Fox Berry, David Craig, Justine Claypoole, Jean Couban, The Most Rev. Michael Curry, Cynthia, Steve Davis, Dana DeCecco, Joseph Fabian, Cathy Fick, Gerald, Linda Gill, Betty Harris, Betty Hicks, Louise Jackson, Peter and Joanne, John, Katja, Tom Kellner, Charlotte Kellogg, Joseph and Elaine Kelly, Winnie Kidd, Marcia MacDonald, Marge McGoff, Joe Miceli, Stephen Miller, McQuade Milligan, Candy Morgan, Mary Muniz, Lysbeth, Jessi Napolitano, Shelby Ochs Owen, Paul, Lilly Pinner, Sarah Pollach, Jennie Rae, Michael Rathsack, Rebecca, Jim Rehnke, Sue Rehnke, Larry Rhoades, Roger, George Rustigian, Brian Tolson, Graham Tomlinson, Fred Vipperman, Mark Vipperman, Rosemary Wensing, Ryan Willis, and Richard Zitelli.

Pray for those who are celebrating birthdays this week: Asna Amiri, Tiffany McCaslin, Owen Malone, Mike Michaelis, Kameran Onley, David Peabody, Nikki Perry, Kendra Smyth, Eve Anderson, Martha Byron, James Henry, JoAnn Toledo, David Phillips, Holly Morton, and Katydean Price.

Serving around the world: Noah Barker, Ian Phillips, Todd Bates, Jason Osborne, Michael Hussey, and Jonathan, Nicole, Alina and Nolan Anderson, and Scott.

Those who have died: Edwin Milton Yoder. Rest eternal grant to him, O Lord, and let light perpetual shine upon him.

Godly Play Schedule Update December-January 2023

- NO GODLY PLAY beginning **today** through January 7th, the day of our *Children's Epiphany Pageant*, 10:30 a.m., Immanuel Chapel.
- On January 14th, 21st and 28th we will have Godly Play at 10:30 a.m. in Immanuel Chapel (Octagon Room).
- On February 4th we will return to our normal schedule, and Godly Play will move back to the Worship Center at 9 a.m.

Questions? Contact Sarah Glassco at glasscos@gmail.com.



Announcements

WEEKDAY WORSHIP AND STUDY OPPORTUNITIES

Morning Prayer @ 10:00, Tuesday, December 19th, Zabriskie Chapel

Wednesday Holy Eucharist Rite II December 20th @ 12 Noon, Zabriskie Chapel

Evening Compline, Friday, December 22nd, 8:30 p.m., Online via Zoom

Have you made your 2024 pledge? THERE'S STILL TIME, JUST GO ONLINE! Immanuel's Every Member Pledge campaign

We are trying to conclude Immanuel's **Every Member Pledge Campaign**, as the Treasurer and Vestry are hard at work preparing a budget for next year.



Your financial pledge is vital to maintain and grow this parish, its ministries, and outreach initiatives. As of Thursday December 14th, we had received 115 pledges for \$532,808 -- including 16 new pledgers.

You may pledge on our website, by using the QR code at left, or by asking an usher for a blank pledge card and envelope.

Together, we make a difference by giving back to God from the gifts that God has first given us.

Advent/Epiphany Service Schedule

Beginning today, Immanuel will *temporarily* return to a two-service worship schedule through the end of January. We have two Eucharists each Sunday, and our 9:00 a.m. Holy Eucharist returns February 4, 2024.

December 24	4:40 p.m. 5:00 p.m. 8:40 p.m.	Fourth Sunday of Advent with Holy Eucharist Rite II Christmas Prelude with Choir and Brass Christmas Eve Festival Holy Eucharist Rite II with Brass Christmas Prelude with Choral Ensemble and Brass Christmas Eve Festival Holy Eucharist Rite II with Brass	Immanuel Chapel
December 25	11:00 a.m.	Christmas Day Holy Eucharist with Organ and Carols	Zabriskie Chapel
December 31	8:00 a.m.	First Sunday After Christmas with Holy Eucharist Rite I	Zabriskie Chapel
	10:30 a.m.	First Sunday After Christmas with Holy Eucharist Rite II	Immanuel Chapel
January 7, 2024	8:00 a.m.	The First Sunday After Epiphany with Holy Eucharist Rite I	Zabriskie Chapel
	10:30 a.m.	Children's Epiphany Pageant with Holy Eucharist Rite II followed by a Cookie Party in the Welcome Center	Immanuel Chapel

CHRISTMAS GREENS, FLOWERS and

SPECIAL CHRISTMAS MUSIC DEDICATIONS

This Christmas season you are invited to make a donation to help offset the cost of our Christmas greens and flowers, and/or the special music at our Christmas Eucharists. Tomorrow is the last day to make a memorial or thanksgiving donation for a loved one, or to make a thanksgiving dedication for some blessing. Please complete and drop this form off along with your check: (1) in the collection plate, (2) black bin on the Parish Office' door, (3) place it in the wooden alms box in the Zabriskie narthex. Names will be printed in our Christmas bulletins for all donations received **by noon tomorrow**, **Monday, December 18**TH. Sponsors and donors for The Brass Trio will list on **our "Worship"/ "Music at Immanuel" webpage** for at least 4 months. Any amount is welcome and greatly appreciated.

	GREENS/FLOWERS:		
	Given by:		
	Phone Number:	()	
In Thanksgiving for:			
In Memory of:			
In loss, and the loss of the l	SPECIAL CHRISTMAS MUSIC: GENERAL Given by: Phone Number:	()	
In Thanksgiving for:			
In Memory of:			
		ecial gift below with a check	at Emmanuel mark. ATRON \$200
In Thanksgiving for:			
In Memory of:			

Christmas Families Update #4: INGATHERING OF GIFTS AND SPECIAL COLLECTION

On the way to a glorious finale

This table shows the families referred to us by Community and Human Services (including five families added recently), the Lazarus Ministry (Episcopal Region IV), and New Hope Housing

	Families	Parents	Children	All people
On our list from DCHS+	98	118	224	342
Signed up for	51	60	101	161
Remaining	47	58	123	181

Ingathering and blessings of the gifts, the great celebration. This will be a very special day in our life as a parish. We will praise God and lift our own spirits as we lift our voices in the glorious singing in *Lessons and Carols*. The blessing of the gifts with which we bring the good news of Christmas into the world is an integral part of this service, showing the unity of in-reach and outreach as inseparable parts of faith. At the forum hour we will show the same spirit in the wrapping of the gifts for children who were not "adopted", always an event of both great purpose in outreach and of great fellowship. See you all there.

We still have 123 children and 58 parents to provide for. These gifts will be wrapped and sorted at the forum hour. This year in addition to the main gift each child will receive a stocking stuffer so they have two things to open. For example, a child indicating interest in arts and science will receive a nice art kit and paper and a small science toy (bought at half price, \$6). A kit to make a friendship bracelet is another stocking stuffer. ((Kudos to Linda Serabian for this wonderful idea.) With more children than last year, and two gifts to wrap for each, wrapping and sorting will be a massive task. We start at 9 in the parish hall and go on until finished with an intermission from 10:15 to noon for Lessons and Carols.

Last Saturday, December 9th, Connie Kurz and Laura Snow lead a work party **assigning 800 books**, **two to three books for each child.** The stacks of books will be wrapped and joined with the other gifts for a family.

Many used things for the boutique already came in. Remember to bring any used **toys and children's books, calendars you receive in the mail, and gently used clothing and blankets** this Sunday. The boutique's set up is scheduled for tomorrow, December 18th, starting at 9 a.m. at the Department of Community and Human Services, 4850 Mark Center Dr., Alexandria, VA 22311.

The Christmas Families Team buys gifts and books at a great discount. So while every dollar spent goes far, it still takes a lot of money to get gifts for 123 children, a small gift for 58 parents, and books for everyone.

The purpose of the **special collection** is to make buying all of things possible. **Please contribute generously**.

Our former Rector the late Reverend Bill Dols once told me "Christmas Families is a ministry of things". But Christmas Families is so much more. It is about things that speak. Things that speak of God's all-embracing love, of joy, of learning, of spirits rekindled, of "a *new heavens and a new earth*" (Isaiah 65:17), of the coming of God's Kingdom into the here and now.

SENIOR ADULT MINISTRY AND FELLOWSHIP EVENTS: TWO Luncheons in ONE WEEK

We're hosting two luncheons this month. Come to either or come to both!

DECEMBER 19: CHRISTMAS HYMN AND CAROL SING, ZABRISKIE CHAPEL

Join us Tuesday, December 19th at 12:15 P.M. for a festive Christmas luncheon in the Parish Hall. <u>Don't bring a brown bag for this one</u>. After luncheon we will adjourn to the Chapel for a hymn/carol sing, with Dr. Jane Tavernier at the organ and fellow senior Rick Glassco with his bell chimes. **Please RSVP to Karen Besser at Karen.**Besser@gmail.com, so that there will be plenty of food and yummy desserts.

DECEMBER 20: GOODWIN HOUSE LUNCHEON

Join us at Goodwin House-Alexandria for lunch on Wednesday, December 20th at noon. **Please RSVP to Susan Kernan** <u>skernan40@aol.com</u> or the **Rev. Susan Parsons** <u>sparsons@icoh.net</u>.

EASY WAY TO SIGN UP: DECEMBER 2023 - JANUARY 2024

Sign up to Serve in our Sunday Services <u>Through Advent and Christmastide</u> ONLINE via Our Red SignUp Genius Button



Would consider serving as a lay minister? If so, please sign up to serve as a Reader, Intercessor, Usher, Acolyte, Altar Guild, Crucifer and/or Chalice Bearer online via SignUp Genius for Immanuel by visiting the landing page of our website at www.ICOH.net and clicking on the red button at left. We especially need people to serve during Advent, Christmas, and Epiphany.

If you are a first-timer and need training, please contact Agnes at the office on Wednesdays from 10:30 a.m. - 1:30 p.m. (ext. #206), or via email at asoos@icoh.net. Finally, if you need training for a particular ministry, please send a request to sparsons@icoh.net or indicate so in the comments box under your name on the online form. Thank you!

REGISTRATION NOW OPEN

EYC Shrine Mont Weekend! January 12th-15th

The EYC has reserved the Saint Andrews House at Shrine Mont during The Rev. Dr. Martin Luther King, Jr. holiday weekend, January 12–15th for a fun youth program of skiing, tubing, and fellowship. We'll also offer hiking, relaxation, games, puzzles and more.

Episcopal Youth Community youths $(6^{th} - 12^{th})$ graders) and families (depending on space availability) are welcome to join us for all three nights, come for one or two days, or just visit for the day.

For all interested in this trip, please scan the QR code at right to register or contact Brian Rush at james.b.rush2@uscg.mil.



CLERGY AND STAFF

The Rev. J. Randolph Alexander, Jr. (ralexander@icoh.net)	Rector
The Rev. Susan D. Parsons (sparsons@icoh.net)	Associate Rector
The Rev. Sarah Spurlock Biggs (sspurlockbiggs@icoh.net)	Assistant Rector
Reggie Hayes (r.hayes9@me.com)	Postulant Intern
Daisy Colón (dcolon@vts.edu)	Seminarian
Dr. Jane Tavernier (jtavernier@icoh.net)	
Tom Hewson (thewson@icoh.net)	
Mollie Lambert (mlambert@icoh.net)	Assistant Treasurer
Aleta Y. Powell (apowell@icoh.net)	
Tamika Martin (tmartin@icoh.net)	
Gilma Balcarcel	
Stuart Dahlinger	Sexton

THE VESTRY

Kristi Kubista-Hovis	Senior Warden
Gerry Anderson	Junior Warden: Building and Grounds, Creation Care
Peter Kent	Junior Warden: Administration
Amy Thomas	
Brad Ashton	Stewardship and Planned Giving
Mollie Lambert	Outreach
Kathy Lloyd	Senior Ministry
Kristi Kubista-Hovis and Kathy Lloyd	
Julie Bruns	
David Atwood	Social Justice
Taylor Houck	
Caroline Bergmark	Evangelism and Newcomers
Matt Haskin	Worship
Caroline Bergmark and Taylor Houck	Fellowship
Sydney Onley	Youth Representative (nonvoting member)
Caroline Bergmark	Registrar

SCHEDULE OF SUNDAY WORSHIP SERVICES

8:00 a.m. Holy Eucharist Rite I, Zabriskie Chapel 3606 Seminary Road, Alexandria, VA

10:30 a.m. Holy Eucharist Rite II, Immanuel Chapel 3737 Seminary Road, Alexandria, VA

Online

www.immanuel-on-the-hill.org Immanuel's YouTube channel

PRIESTS ASSOCIATE

The Rev. Dr. J. Barney Hawkins, IV
The Rev. Dr. Ruthanna Hooke
The Rev. Jan A. Maas
The Rev. John R. Smucker
The Rev. Dr. Francis H. Wade

RECTOR EMERITA

The Rev. Dr. Margaret Ann (Sam) Faeth

MISSION STATEMENT: Immanuel Church-on-the-Hill is a Christian community in the Episcopal tradition, striving to be in relationship with God and each other as Christ has taught us, actively attempting to sense and to serve God's plan with great love. We are guided by Mark 16:15: "Go ye into all the world and preach the gospel," to learn, discern, and proclaim the Good News by being active ministers in the various communities where we live and serve.

Parish Office

3606 Seminary Road, Alexandria, VA 22304 Telephone: 703-370-6555, Fax: 703-370-0837 www.icoh.net

