

MARCH MEETING HOUSING RESERVATION FORM

(Fax or Mail)

To make a hotel reservation on-line go to www.aps.org/meet/MAR07 and click on *Housing* at the top of the page.

Reservations can be made by one of the following methods: (choose one method)

1. On-line: Do not use this form but go to: www.aps.org/meet/MAR07 Click on Housing.
2. Fax: Complete this form and fax it to 303-571-9435. Complete one form for each room being reserved.
3. Mail: Complete this form and mail it with credit card information to:

APS Housing Bureau, 1555 California Street, Suite 300, Denver, CO 80202

All reservations require a one-night room deposit. Fill out the credit card information below, OR if paying by check send your check directly to your assigned hotel with a copy of the housing acknowledgment you receive. The Housing Bureau will not accept checks as payment of deposit. To ask questions, make changes to your reservation or cancel your reservation, call 303-892-1112, ext 601 - Mon-Fri 9:00am - 4:45pm MST, or e-mail: dmcvb-housing@dmcvb.org

You must notify the Housing Bureau of any changes or cancellations by February 26. Call the hotel directly with changes or cancellation beginning February 27.

Acknowledgment of your reservation will be sent via e-mail or fax (only) by the Housing Bureau within 5-7 days of receipt of this form.

Rooms will be assigned on a first-come, first-served basis. Reservations must be received by February 2. After this date the unsold rooms will be released.

HOTEL GUEST INFORMATION: (and all other occupants)

First Name _____ Last/Sur Name _____

Institution _____

Mailing Address _____

City _____ State/Province _____ Zip/Postal Code _____ Country _____

Day Phone Number _____ Fax _____ Email _____

Additional Guest's Name _____ Additional Guest's Name _____

Additional Guest's Name _____

ARRIVAL:

DEPARTURE:

Date _____

Date _____

Requests will be processed on a first-come, first-served basis. If all your choices are unavailable, you will be placed in the closest available hotel.

1st Choice _____ 2nd Choice _____ 3rd Choice _____

	Single	Double	Triple	Quad
Adams Mark Hotel*	\$158*	\$181*	\$205*	\$229*
Marriott City Center	\$156	\$156	\$166	\$166
Westin Tabor Center	\$150	\$150		
Courtyard Marriott	\$136	\$157		
Comfort Inn Downtown	\$115	\$115	\$125	\$135
The Curtis Hotel	\$129	\$139		
Holiday Inn	\$119	\$129		

Special needs: _____

Smoking

Non-smoking

Handicapped Accessible 

Denver Tax 14.85% - Added to the rates.

* Please be advised that the rates at the Adams Mark Hotel as listed above represent the current (October, 2006) government rate + 25%. The rates at time of check-in in Denver will be at the prevailing government rate + 25%.

TYPE OF ACCOMMODATIONS: (Please check room type)

Single (1 person - 1 bed)

Double (2 people - 1 bed)

Double/Double (2 people - 2 beds)

Triple (3 people - 2beds)

Quad (4 people - 2 beds)

PAYMENT INFORMATION:

If you are paying by credit card please fill in the requested information below.

NOTE: If paying by check, send the check directly to the hotel with the Housing Bureau acknowledgment you receive. Do NOT send checks to the Housing Bureau.

BY CREDIT CARD:

VISA

MasterCard

American Express

Discover

Diners Club

Card No. _____ Exp. Date _____

Name of Cardholder _____ Authorized Signature _____

By signing, I authorize my credit card to be charged in compliance with the above referenced cancellation policies should I cancel my reservation.