

Attendee Hotel Reservation Form

42nd NCSM Annual Conference, San Diego, April 19-21, 2010

DEADLINE IS FEBRUARY 25, 2010

Submit a separate form for each room requested. Photocopy this form as necessary.

Contact the NCSM/NCTM Housing Reservation Center:

Telephone: (888) 241-8406, Domestic
(972) 349-7476, International
Fax: (972) 349-7715
Email: nctm@wynndhamjade.com

Mail: NCSM/NCTM Housing 2010
6400 International Parkway, Suite 2500
Plano, TX 75039
Online: <http://www.wynjade.com/nctm10/ncsm>

Send Confirmation to (please print)

Name _____ Affiliation _____
Address _____ City _____
State/Province _____ Zip+4/Postal Code _____ Country _____
Phone (_____) _____ Fax (_____) _____
E-mail _____

Hotel Information

All prices quoted here are exclusive of all taxes. The current hotel room tax in San Diego is 12.64%; and is subject to change without notice. Number the hotels in order of preference and then check your preferred accommodation and rate. If your requested hotel is not available, NCSM/NCTM Housing will place you in a comparable hotel.

<u>Hotels</u>	<u>Single</u> (1 person/1 bed)	<u>Double</u> (2 persons/1 bed)	<u>Double/Double</u> (2 persons/2 beds)	<u>Triple</u> (3 persons/2 beds)	<u>Quad.</u> (4 persons/2 beds)
_____ Manchester Grand Hyatt One Market Place	\$250	\$265	\$265	\$305	\$330
_____ Hilton San Diego Bayfront One Park Boulevard	\$220	\$220	\$220	\$240	\$260
_____ San Diego Marriott Hotel & Marina 333 West Harbor Drive Cityview	\$259	\$259	\$259	\$284	\$309
_____ Bayview	\$279	\$279	\$279	\$304	\$329

Room Information: (List names of all persons to occupy room - please print)

<u>NAMES:</u>	<u>DATES:</u>
1. _____	Arrival _____ Departure _____
2. _____	Arrival _____ Departure _____
3. _____	Arrival _____ Departure _____
4. _____	Arrival _____ Departure _____

- Suites or blocks of room needed – contact NCSM/NCTM Housing 2010, listed at the top of this form.
- Smoking Non-smoking **Note:** because there are a large number of nonsmokers in this group, it is not possible to guarantee that each hotel will be able to accommodate every request for a nonsmoking room.
- I am in need of an **ADA** accessible room. I may need special assistance from the hotel in the event of an emergency.
- Comments: _____

Payment Information

All hotel reservations must be guaranteed. No reservations will be taken without a guarantee. You may guarantee your reservation with a major credit card, or you may send a check made payable to NCSM/NCTM Annual 2010 Housing covering the first night room and tax. Credit cards used for guarantee will be charged by the hotel after **March 24, 2010**. Purchase orders are NOT accepted. If you do not check in on your scheduled arrival date, your credit card will be charged and any deposit will be forfeited by the hotel for a no-show fee. Your reservation will then be canceled and rooms will be on a first come, first serve basis. Please check your confirmation for your hotel's individual cancellation policy. Should you need to adjust your reservation, please contact the NCSM/NCTM housing reservation center no later than April 8th, 5 pm CST. If you have a last minute change after this date, you will need to call the hotel directly.

Check enclosed for \$ _____ as a deposit for the first night's lodging, including 14.50% tax, payable to: **NCSM/NCTM Housing 2010**

American Express Master Card Visa

Credit Card Number Exp. Date

Name

Signature (required for credit card payments) Today's Date