

OFFICIAL HOTEL RESERVATION FORM

Reservation Deadline: April 25, 2019

For best availability and immediate confirmation, make your reservations online
www.acsmannualmeeting.org or call toll-free (888) 665-1367.



May 28-June 1, 2019 • Orlando, Florida USA

CONTACT INFORMATION

First Name:		Last Name:			
Company:					
Address:					
City:		State:		Zip:	Country:
Phone:			Fax:		
Email (required to receive confirmation):					
<input type="checkbox"/> In accordance with GDPR (General Data Protection Regulation) by checking this box you are consenting to our use of the information you are providing us solely for the purpose of making a hotel room reservation.					

HOTEL SELECTION

Review hotels below and indicate your hotel choices in order of preference. Requests will be honored on a first-come, first-served, space available basis. Submit your request as soon as possible for the best opportunity of receiving your hotel choice.

Preference	Hotels	Single	Double	Triple	Quad
	Hyatt Regency Orlando	\$179	\$179	\$204	\$229
	Rosen Centre Hotel (Headquarter Hotel)	\$195	\$195	\$215	\$235
	Rosen Plaza Hotel	\$169	\$169	\$189	\$209
	Rosen Inn at Pointe Orlando (Student Hotel)	\$129	\$129	\$139	\$149

ROOM INFORMATION: Arrival Date: _____ Departure Date: _____

ROOM TYPE Single (1 bed/1 person) Double (1 bed/2 persons) Double (2 beds/2 persons)
 Triple (2 beds/3 persons) Quad (2 beds/4 persons)

List names of all room occupants: 1. _____ 2. _____
3. _____ 4. _____

Check here if you have a disability requiring special services Non-Smoking Smoking

Special Requests: _____

IMPORTANT INFORMATION

DEPOSIT: All reservation requests must be accompanied by a credit card guarantee or check for a deposit of one night's room & tax for each room reserved. Tax is currently 12.5% (subject to change). Forms received without a valid guarantee/deposit will not be processed.

Call me for a valid credit card guarantee Check deposit it enclosed (**must be received 45 days before your arrival date**)

Your hotel reserves the right to charge the credit card associated with this reservation a deposit for one night's room and tax for each room reservation on or after April 25, 2019. Credit cards must be valid through June 2019.

CANCELLATION: Reservations cancelled after **April 25, 2019** will be subject to a \$30 cancellation fee for each room cancelled charged by Orchid Events. Deposit of one night's room & tax will be forfeited entirely if cancellation occurs within 5 days of arrival date.

If you don't receive a confirmation or have questions, please contact Orchid.Events.

Return completed form to Orchid.Events:

Mail:
175 S. West Temple, Suite 30
Salt Lake City, UT 84101

Email: help@orchid.events
Fax: 801-355-0250

888-665-1367 US Toll-free
(801) 505-5258 International
7:00 am – 6:00 pm MST, Mon–Fri