



34th International Convention
 May 25-30, 2005
 Wyndham Phoenix
 (Convention Headquarters Hotel)
 Phoenix, Arizona

HOTEL RESERVATION FORM

If you **DO NOT** need housing, please fill out and return the CBTU Convention Registration Form ONLY. Photocopies are acceptable.
DO NOT MAIL THIS FORM TO THE HOTEL

Deposit Mailing Address
 Please complete and mail this hotel room reservation form along with your CBTU Convention Registration form and fees to:
CBTU Housing Bureau
 c/o GPCVB
 400 E. Van Buren St. Ste. 600
 Phoenix, AZ 85004

HOTEL RESERVATION PROCESS
 Housing requests will not be processed without a complete Hotel Reservation form AND a complete CBTU Convention Registration form and fees.

HOTEL RESERVATION DEADLINE
 Special CBTU Convention room rates are guaranteed based on availability.
Please make guest room reservations by April 25, 2005. CBTU Convention room reservations WILL NOT be accepted by telephone.

HOTEL RESERVATION DEPOSITS
 One night's room plus 12.07% tax (subject to change) is required to process each reservation request. Deposit payment may be made by check, money order, debit or credit cards. Deposits with a credit card will be processed after 5/12/05.
Make check or money order payable to: CBTU Housing Bureau

ACKNOWLEDGEMENTS:
 Please review all information for accuracy. The CBTU Housing Bureau system will generate an emailed, faxed or mailed acknowledgement after processing. If you do not receive your acknowledgement within 14 days, please contact the CBTU Housing Bureau immediately (602) 452-6269. You will not receive a confirmation from the hotel. Hotels receive reservation information after 5/12/05.

MODIFICATIONS - CANCELLATIONS:
 Continue to make, modify or cancel through 5/12/05, 4 pm MST via the Housing Bureau. Beginning 5/13/05, you should contact the hotels directly. Reservations secured by a check will be assessed a \$25.00 processing/cancellation fee if cancelled at any time. Rooms guaranteed with a credit card will be subject to a \$25.00 cancellation/processing fee after 4/25/05, 4 pm MST. Your full deposit will be forfeited if you do not cancel your entire reservation 72 hours prior to your scheduled arrival date.

HOTEL RESERVATION INFORMATION

If your preferences are not available, your reservation will be placed at another hotel.
 Suites – Please contact CBTU National Office directly to inquire about suites.
 Phone 202/429-1203

CHECK TYPE OF CREDIT CARD American Express _____ Diners Club _____ Discover Card _____ MasterCard _____

CREDIT CARD NUMBER _____ **EXPIRATION DATE** _____
 One night's room and tax deposit will be charged to credit card after 5/12/05.

NAME AS IT APPEARS ON CREDIT/DEBIT CARD (please print) _____

SIGNATURE OF CARDHOLDER _____

ARRIVAL DATE _____ **DEPARTURE DATE** _____

Room type requested: _____ one bed _____ two beds (based on availability at time of check-in)

NAME OF PRIMARY ROOM OCCUPANT _____

NAME OF ROOMMATES _____

ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

HOME TELEPHONE _____ **WORK TELEPHONE** _____

FAX NUMBER _____ **E-MAIL ADDRESS** _____

SMOKING PREFERENCE: _____ Smoking _____ Non-Smoking

SPECIAL NEEDS REQUEST (Please write in below any special ADA/disability accommodations required by any member of your party.)

PLEASE SEND MY GUEST ROOM RESERVATION CONFIRMATION TO: (Please print)

NAME _____

UNION AFFILIATE _____

ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

HOME TELEPHONE _____ **WORK TELEPHONE** _____

FAX NUMBER _____ **E-MAIL ADDRESS** _____

#	Hot	S	D	T	Q
tel	el	i	o	r	u
ch	l	n	u	i	a
oi	l	g	l	p	d
es	l	l	l	l	
in	1	l	l	l	4
or	2	2	3	3	
de	1	2	3	4	
r	1	2	3	4	
of	1	2	3	4	
pr	1	2	3	4	
ef	1	2	3	4	
er	1	2	3	4	
en	1	2	3	4	
ce	1	2	3	4	
	Hotels	n	e	e	
		\$	\$	\$	\$
		1	1	1	1
		1	1	3	5
		5	5	5	5
	Wyndham Phoenix	0	0	0	0
		\$	\$	\$	\$
		1	1	1	1
		1	1	4	4
		5	5	0	0
	Hyatt Regency Phoenix	0	0	0	0
		0	0	0	0