



COURTYARD MARRIOTT — SARATOGA SPRINGS, NY
 Welcomes the New York Press Association
 Thursday, April 6 - Sunday, April 9, 2017



HOTEL RESERVATION FORM

ROOM CUT OFF DATE — FRIDAY, MARCH 10, 2017
CHECK-IN — 3:00 PM • CHECK-OUT — 12:00 PM

Thank you for selecting the Courtyard Marriott. In order to make your reservation process more efficient, please complete this reservation form and return it to the hotel either by mail or fax. We will return a confirmation to your attention. Please note that reservations must be received prior to the cut-off date listed below in order to receive the discounted group rate. **Otherwise, reservations will be taken only on a space and published rate available basis.**

Complimentary self-parking is available at the hotel, for conference attendees, based on availability.

Single or double occupancy — \$139.00 + applicable taxes.

PLEASE PRINT OR TYPE: (CLEARLY)

Arrival Date: _____ Departure Date: _____

Guest Name: _____ Daytime Phone: _____

Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Email Address: *(You'll receive your confirmation via this email)* _____

Sharing Room with: *(Please be sure that only the main guest submits this form)* _____

We will do our best to accommodate your requests, however, at times this may not be possible. We will always select the best room available.

OCCUPANCY: (Request Only) 1 king bed 2 queen beds

DEPOSIT: All reservations require a guarantee in the form of a credit card number or one (1) night's deposit. Reservations must be cancelled 72 hours in advance of arrival. Guests who depart early will still be charged for their confirmed dates. Guests have up to 72 hours PRIOR to arrival to change reservations accordingly. Rates are subject to applicable NYS Sales and Occupancy Taxes (currently 13%) unless an individual tax-exempt certificate is received by the hotel with this form.

DEPOSIT METHOD OF PAYMENT:

Deposit Amount: _____

Credit Card # _____

Name: _____

Expiration Date: _____ CVV2: _____

Signature of card holder: _____

MAIL, FAX or EMAIL to Gabriella Grande at:

DO NOT SEND CURRENCY — Make Checks or Money Orders Payable to:

COURTYARD BY MARRIOTT SARATOGA SPRINGS
 11 Excelsior Avenue., Saratoga Springs, NY 12866

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