

HOTEL RESERVATION FORM

Pennsylvania Telephone Association

Group Code: PAT0614

Arrival: Sunday, June 15, 2008 / Departure: Wednesday, June 18, 2008



Reservation Information (Please type or print legibly)

Name(s) Mr./Ms./Dr.

Company

Address

City State Zip

()

Telephone Ext.

()

Fax

Arrival Date Departure Date

Number of Adults _____

Number of Children _____ Ages _____

List Roommates (If Sending Separate Reservation Forms)

1. _____

2. _____

Email

GUEST TRANSPORTATION:

Transportation Service from/to Harrisburg International Airport and Harrisburg Train Station with prior arrangements only. A fee is charged.

Guest Name	Date	Carrier (HIA or HTS)	Carrier #	Time

CUTOFF DATE: 5/15/08

Please reserve your room before the cutoff date indicated above, by **mailing or faxing** this completed form to the address listed at the bottom of this page. Reservations will not be accepted over the telephone until after the cutoff date, and then are subject to general availability.

Check-in time: 4:00 pm

Check-out time: 12:00 noon

Occupancy cannot be guaranteed before 4:00 pm (check-in time).

ROOM RATES ARE PER ROOM PER DAY:

Room Type	Rate
___ Single	\$ 312.00 per person, per day
___ Double	\$ 176.00 per person, per day

PACKAGE PLAN:

Bed and Breakfast Plan – Rates include overnight accommodations and breakfast daily. Rates are inclusive of 9% room tax on room portion, 6% PA State Sales Tax and 19% service charge on meal portion.

THE HOTEL HERSHEY PROVIDES A SMOKING-FREE ENVIRONMENT.

The above-mentioned group has reserved a block of rooms at these negotiated rates. All reservations will be taken on a space-available basis until the block of rooms has been filled. Reservation requests received after the block has been filled or less than **30** days before the arrival date will be accepted on a **space available basis only**. Please provide an email address if you would like to receive a confirmation & information about your stay via email. A confirmation will be emailed to you within 24 hours of receipt. **Please reconfirm your date of departure as The Hotel Hershey charges a \$100 fee for all early checkouts.**

DEPOSIT POLICY

Your room will be guaranteed for occupancy by charging the major credit card listed below or by sending a deposit by check or money order in the amount of one night's lodging, plus a 9% tax (state and local) as listed. This deposit will guarantee your reservation and will be applied only for the confirmed day of arrival. Please make check payable to **The Hotel Hershey**.

- VISA MasterCard AMEX
 Discover Carte Blanche Diners Club

Exp. Date

Account Number

Amount

Name of Card Holder

Signature

_____ Please initial here if this card is not the attendee's and it is to be used for payment of the balance for this room reservation (excluding incidentals). If so, the full amount due will be charged at time of booking.

CANCELLATION POLICY:

If you find it necessary to cancel your reservation, please contact THE HOTEL HERSHEY at the number listed below no later than 72 hours prior to arrival. Your deposit will be returned if cancellation is received more than 72 hours prior to your scheduled arrival date. Ask for and record the cancellation number given at the time cancellation is made.

Group Code

Return this form with deposit to:

The Hotel Hershey, PO Box 466, West Chocolate Avenue & University Drive, Hershey, PA 17033
(717) 533-2171 • The Hotel Hershey Reservations Fax Number (717) 534-8668