

This form is for Hotel Reservations only



HOUSING FORM

124th Imperial Council Session, A.E.A.O.N.M.S., Inc.
 106th Imperial Court Session
 August 18-24, 2017
 Kansas City, MO

Hotel	Single	Double	Triple	Quad	1 Bdrm Suite	2 Bdrm Suite
Marriott Downtown – Nobles	\$130	\$130	\$140	\$150	\$260	N/A
Westin Crown Center – Daughters	\$129	\$129	\$139	\$149	Starts at \$229	Starts at \$358
Sheraton Crown Center – Youth HQ	\$129	\$129	\$129	\$129	Starts at \$229	Starts at \$358
Aladdin Holiday Inn	\$125	\$125	\$125	\$125	N/A	N/A
Crowne Plaza	\$127	\$127	\$127	\$127	Starts at \$167	N/A
Hotel Phillips	\$129	\$129	\$129	\$129	N/A	N/A

Rates quoted above do not include tax. Tax is subject to change.

Hotel Preference:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Arrival Date: _____ Departure Date: _____

Confirm reservation to: *(Only one acknowledgement will be sent)*
Please provide an email address. This is the quickest way to receive your acknowledgment.

Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Phone: _____

Fax: _____

Email Address: _____

List Names of all occupants: *(List all occupants' arrival and departure dates, if different)*

1. _____
2. _____
3. _____
4. _____

IN ORDER TO PROCESS YOUR HOUSING FORM WE MUST HAVE YOUR CONVENTION REGISTRATION FORM AND CHECK.

DEADLINE: All reservations must be received by June 30, 2017

Mail: Imperial Convention Department
 2239 Democrat Road
 Memphis, TN 38132

Reservation Questions – housing@ihs-housingteam.com

- No telephone reservations will be accepted by the Housing Bureau.
- Photocopy this form if more than one room is required.
- Only one room may be requested under each name.
- Rooms are assigned on a first-come, first-serve basis.
- Allow up to two weeks for an acknowledgement.
- **After July 19, 2017 rates are based on availability.**

Room Type Preference*:

- Single – (1) guest Double – (1) bed/2 guests
 Double/Double – (2) beds/2 guests
 Triple – (2) beds/3 guests Quad – (2) beds/4 guests
 ADA 1 Bedroom Suite 2 Bedroom Suite

Special Requests*:

All hotels are non - smoking	Other: Please list special needs

*** NOTE: ROOM TYPE PREFERENCES AND SPECIAL REQUESTS CAN NOT BE GUARANTEED.**

1. **Reservation Guarantee:** A credit card is preferred to guarantee your hotel room. The credit card must have an expiration date of August 2017 or later. If you must secure your hotel with a cashier's check or money order you will need to send a separate payment of \$155 with this form for your hotel only. Payment needs to be payable to **Visit KC**. If you send in one payment for both, or if your credit card expiration is prior to August 2017, or the payment is not payable to Visit KC, your information will not be processed. **Personal checks will not be accepted.**

- American Express Master Card
 Visa Discover

Card No. _____

Expiration ____/____

Name: _____

Signature: _____

Changes / Cancellations: Cancellations can be made without penalty through June 30, 2017. For cancellations made after June 30, 2017 a \$25 processing fee will be charged. For a cashier's check or money order deposit, the \$25 will be deducted from the original amount that will be sent back. This is in addition to any other cancellation policies. Refunds will be sent out after the event. Cancellations within 72 hours of arrival or failure to show on your arrival date are subject to forfeiture of first night's room and tax by hotel.