

RESORT AND CONFERENCE CENTER AT HYANNIS
35 Scudder Ave., Hyannis, MA 02601

HOTEL RESERVATION FORM
MASC/MASS JOINT CONFERENCE
NOVEMBER 2-5, 2016

RESERVATION FORM FOR GUESTROOMS

Note guestroom deposit and cancellation policy has changed, see below.

_____ \$108.00 PER GUESTROOM, PER NIGHT, SINGLE OCCUPANCY, PLUS 11.7% STATE TAX
_____ \$108.00 PER GUESTROOM, PER NIGHT, DOUBLE OCCUPANCY, PLUS 11.7% STATE TAX
_____ \$20.00 PER ADDITIONAL PERSON (UP TO 2 ADDITIONAL PEOPLE) PLUS 11.7% STATE TAX
Based upon availability the room rate will be offered 3 days before and after the scheduled meeting.

NAME(S) _____

ARRIVAL DATE: _____ DEPARTURE DATE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

DAY TELEPHONE: _____ FAX: _____

E-MAIL ADDRESS (REQUIRED): _____

CREDIT CARD TYPE: _____ CREDIT CARD NUMBER: _____

EXPIRATION DATE: _____ SIGNATURE: _____

A ONE NIGHT'S DEPOSIT OF THE ROOM RATE PLUS 11.7% TAX IS REQUIRED WHEN MAKING YOUR RESERVATION. NOTE, CREDIT CARDS WILL BE CHARGED ONE NIGHTS ROOM AND TAX WHEN FORM IS RECEIVED. A BLOCK OF GUESTROOMS IS BEING HELD AT THE ABOVE RATE UNTIL OCTOBER 2, 2016. PLEASE NOTE THAT HISTORY SHOWS THAT ROOMS SELL OUT PRIOR TO THIS DATE. ROOMS ARE FIRST COME, FIRST SERVE AND WE ENTER IN RESERVATION FORMS IN THE ORDER WE RECEIVE THEM. YOU ARE ENCOURAGED TO MAKE YOUR RESERVATIONS EARLY TO ENSURE CONFERENCE RATE AND AVAILABILITY. ONCE THE RESORT AND CONFERENCE CENTER AT HYANNIS IS SOLD OUT, RESERVATION FORMS WILL BE FORWARDED TO AN OVERFLOW HOTEL. YOU WILL THEN RECEIVE A CONFIRMATION LETTER FROM THAT HOTEL.

RESERVATION POLICIES

- IF AN INDIVIDUAL RESERVATION IS CANCELLED FOURTEEN DAYS OR MORE PRIOR TO ARRIVAL, THE DEPOSIT IS REFUNDED LESS A \$15.00 SERVICE CHARGE.
- IF THE INDIVIDUAL RESERVATION IS CANCELLED THIRTEEN DAYS OR LESS PRIOR TO ARRIVAL OR YOU DO NOT ARRIVE ON THE SPECIFIED ARRIVAL DATE, THE RESERVATION IS CANCELLED FOR ALL NIGHTS AND THE DEPOSIT WILL BE FORFEITED.
- PLEASE BE ADVISED THAT IF YOU DO NOT SHOW UP FOR YOUR RESERVATION, THE RESERVATION DROPS OUT OF THE SYSTEM AND IS NOT AUTOMATICALLY REINSTATED.
- 24 HOUR NOTICE IS REQUIRED FOR EARLY DEPARTURES; OTHERWISE A FULL ONE NIGHT'S ROOM AND TAX WILL BE CHARGED.

CHECK-IN TIME AFTER 3:00 PM -- CHECK-OUT TIME BY 11:00 AM

Please make checks payable to the Resort and Conference Center at Hyannis or include the credit card information when filling out this form. **Please fax back to the Reservations Department at 508-778-6039** or mail form with check to the Resort and Conference Center at Hyannis, 35 Scudder Avenue, Hyannis, MA 02601.

This form must be received prior to **OCTOBER 2, 2016**

Phone reservations will not be accepted.

Any changes to your reservation must be made by submitting a revised form.
Please note change and mark form as "REVISED" to avoid duplicate reservations.