

SUNYFAP Conference 2010  
Hotel Reservation Form  
April 21 – 23, 2010

Ramada Hotel and Conference Center  
225 Water Street  
Binghamton, NY 13901  
Ph (607) 722-7575 Fax (607) 724-7263

Reservations are made on a first-come, first-serve basis. Housing requests must be made no later than **April 1, 2010** to receive the SUNY package rates; this does not guarantee a room at the Ramada. All reservations are to be made with this form. No phone reservations: all forms MUST be forwarded to the Ramada Hotel.

### Reservation Information

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_ Room Type: \_\_\_\_\_ Single \_\_\_\_\_ Double \_\_\_\_\_ Triple

\_\_\_\_ I am requesting a room w/ 2 beds. My roommate is: \_\_\_\_\_

**\*\*\* All Roommates must complete a separate registration form – NO EXCEPTIONS\*\*\***

\_\_\_\_ I am requesting a handicapped room. My needs are: \_\_\_\_\_

\_\_\_\_ I am requesting a \_\_\_\_\_ Smoking Room \_\_\_\_\_ Non-Smoking Room

ROOM TYPES ARE NOT GUARANTEED

CHECK IN TIME: 4:00pm

CHECK OUT TIME: 12 NOON

### Method of Payment

All reservations must be secured with a credit card, purchase order or a payment made by check or money order. **Any reservation received with no form of guarantee will not be accepted.** Credit cards will be charged for full amount of stay on April 15, 2010. NO CHECKS WILL BE ACCEPTED LESS THAN 10 DAYS PRIOR TO ARRIVAL. Cancellations must be made at least 72 hours prior to the arrival date or forfeiture of deposit will occur.

\_\_\_\_ American Express \_\_\_\_\_ Visa \_\_\_\_\_ Credit Card Number: \_\_\_\_\_

\_\_\_\_ Diners Club \_\_\_\_\_ Master Card \_\_\_\_\_ Expiration Date: \_\_\_\_\_

\_\_\_\_ Discover \_\_\_\_\_ Carte Blanche \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name As It Appears On Card: \_\_\_\_\_

Signature: \_\_\_\_\_

**NYS TAX EXEMPT? Tax Exempt forms MUST be provided with this form.**

### Guest Information

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

<u>Package Prices</u>	<u>(Per Person, Tax Exempt)</u>	<u>(Per Person, including 9% tax)</u>
Single Package:	\$306.00	\$333.54
Double Package:	\$219.10	\$238.82
Triple Package:	\$196.76	\$214.47

Package includes: two nights accommodation (4/21 & 4/22), one dinner, one breakfast, one lunch, one brunch, one reception, four snack and/or beverage breaks, gratuities, and tax (if applicable).

If you are unable to participate in the entire package, or will be arriving an evening early or staying an evening later, the room rate will be \$87.00 per night single/double and \$97.00 per night triple occupancy (rates listed are before taxes.)

Walk-In Meal Prices: Please circle those you will be participating in:

Breakfast/Break 4/22/10 (\$25.84)

Lunch/Break 4/22/10 (\$17.64)

Dinner 4/22/10 (\$44.19)

Break/Brunch 4/23/10 (\$22.95)