



SEPTEMBER 24 - 26, 2017
 PALM SPRINGS, CALIFORNIA
 PALM SPRINGS CONVENTION CENTER

OFFICIAL HOTEL RESERVATION FORM

Reservation Deadline: September 1, 2017

CONTACT INFORMATION

First Name:	Last Name:		
Address:			
City:	State:	Zip:	Country:
Phone:	Fax:		
Email (required to receive confirmation):			

HOTEL SELECTION

Review hotels below and indicate your hotel choices in order of preference. Requests will be honored on a first-come, first-served, space-available basis. Submit your request as soon as possible for the best opportunity of receiving your hotel choice.

Preference	HOTELS	Single	Double	Triple	Quad	Tax Rate
	Renaissance Palm Springs – Host Hotel (minimum 2 night stay)	\$170	\$170	\$170	\$170	16.89%
	Hilton Palm Springs	\$159	\$159	\$179	\$179	16.95%
	Courtyard Palm Springs	\$154	\$154	N/A	N/A	16.5%

ROOM INFORMATION: Arrival Date: _____ Departure Date: _____

ROOM TYPE Single (1 bed/1 person) Double (1 bed/2 persons) Double (2 beds/2 persons)
 Triple (2 beds/3 persons) Quad (2 beds/4 persons)

List names of all room occupants: 1. _____ 2. _____
 3. _____ 4. _____

Check here if you have a disability requiring special services Non-Smoking Smoking

Special Requests: _____

IMPORTANT INFORMATION

DEPOSIT: All reservation requests must be accompanied by a credit card guarantee or check in the amount equaling a deposit for one night's room and tax for each room reserved. Forms received will be require to have a valid credit card. Please include a valid contact number above that you would like us to use to get your valid credit card information.

Your hotel reserves the right to charge this card a deposit for one night's room and tax for each room reservation on or after **September 1, 2017**. This credit card must be valid through September 2017.

CANCELLATION: Cancellations after **September 1, 2017** and prior to 72 hours before arrival date will be subject to a \$25 processing fee. One night's room and tax will be forfeited entirely if cancellation occurs within 24 hours of arrival date.

If you don't receive a confirmation or have questions, please contact Orchid.Events.

Return completed form to Orchid.Events:

Mail:
 175 S. West Temple, Suite 30
 Salt Lake City, UT 84101

Email: help@orchid.events
Fax: 801-355-0250

(800) 989-4006 US Toll-free
 (801) 214-7277 International
 7:00 am – 6:00 pm MST, Mon–Fri