

ABC Convention 2023 | March 15 - 17, 2023 | Kissimmee, Florida

HOTEL ROOM BLOCK REQUEST FORM

REQUEST FOR 10 OR MORE ROOMS



CONTACT INFORMATION

DEADLINE: January 20, 2023

Company:								
Contact First Name:				Last Name:				
Address:								
City:			State:			Zip:		
Phone:			Email (required):					
<i>In accordance with GDPR (General Data Protection Regulation) by checking this box you are consenting to our use of the information you are providing us solely for the purpose of making hotel room reservations.</i>								

HOTEL	RATE
Gaylord Palms	\$254 + \$22 Resort Fee and 14.5% tax per night

Below, please indicate the number of rooms (by bed type) you require each night.

Room Type	Saturday 3/11/2023	Sunday 3/12/2023	Monday 3/13/2023	Tuesday 3/14/2023	Wednesday 3/15/2023	Thursday 3/16/2023	Friday 3/17/2023	Saturday 3/18/2023
One Bed								
Two Beds								
Total Rooms								

TERMS & CONDITIONS

DUE DATE - January 20, 2023: A complete rooming list with names and arrival/departure dates for each reservation must be submitted no later than this date. After this date rooms without individual names will be released. Rooming list must be accompanied by a credit card guarantee for one night's room and tax for each room. Rooming lists received without a valid guarantee/deposit will not be processed.

Once your block is confirmed, you will receive an email with instructions for submitting your rooming list. At this time, you will also receive a Credit Card Authorization form to confirm the billing for your attendees with a valid method of payment.

DEPOSIT: Rooming lists must be accompanied by a credit card guarantee for one night's room rate and tax for each room reserved. The credit card you use to guarantee each room must be valid through March 2023. Please be advised that the credit card will be charged at this time for the first night's room and tax.

TAX DISCLAIMER: Rates do not include the 14.5% occupancy tax, which is subject to change at any time.

CANCELLATION POLICY: Cancellations on or after January 20, 2023, will be subject to a \$50 processing fee. Rooms cancelled less than 48 hours prior to arrival date will be charged a penalty \$50 and hotel penalty of one night's room rate plus tax.

EARLY DEPARTURE FEE: Hotels may charge an early departure fee if you check-out prior to your scheduled departure date.

I have read and agree to the Terms & Conditions

Name: _____

Signature: _____

Return completed form to Zoe Poole:

Email: poole@abc.org

Phone: (202) 595-1796