



Hotel & Travel Info

Hotel

Special conference rates have been confirmed by the following hotels:

Headquarters Hotel

Sheraton Seattle Hotel & Towers
1400 6th Avenue
Seattle, WA 98101
\$189 single/double

Crowne Plaza Seattle

1113 6th Avenue
Seattle, WA 98101
\$165 single/double

Hilton Seattle

1301 6th Avenue & University Street
Seattle, WA 98101
\$169 single/double

Grand Hyatt Seattle

721 Pine Street
Seattle, WA 98101
\$195 single/double

All hotels are within easy walking distance to the convention center. To view rates, rooms and make reservations go to www.namb.org to link to the online reservation system. If you are unable to make your reservation online, complete the enclosed Housing Reservation Form and fax to 206.461.5853. Please note: We ask that you make your reservations at one the four NAMB Convention hotels listed above. These hotels have been contracted to provide the best

rates and services to NAMB Convention attendees. In order to guarantee these locations and room nights, NAMB has contractual obligations at each hotel. If you make reservations outside of the NAMB block, NAMB falls short of its obligations and is responsible for paying lost income to the hotel, which in turn means less activities and benefits for NAMB members.

Weather

The average high in Seattle in June is 70 degrees Fahrenheit and the average low is 52.

Attire

The dress for this conference is business casual. Gala Dinner & Showcase is black tie optional.

Travel

The following arrangements have been made to provide discounts for attendees traveling to Seattle. In order to receive the discounted rates, please follow instructions carefully.

United Airlines

Save up to 15% off published fares! Use Meeting ID Code 567EO. You can book online at www.united.com and use code **567EO** as your promotion code or call 800.521.4041 and reference meeting ID code 567EO to save.

Avis Rent-A-Car

Please reference Avis Worldwide Discount (AWD) Number T268592. You can make reservations by calling Avis at 888.754.8878 or to make reservations online, use the link on the NAMB Convention website.

Hotel Reservations

Hotel Reservations can be made in the following ways:

ONLINE: www.namb.org

TELEPHONE: 888.877.0255

FAX: 206.461.5853

MAIL: NAMB Housing, Seattle CVB

RESERVATION DEADLINE: Reservations must be made online, by phone, by fax or by mail must be made by May 25, 2007 in order to guarantee the convention rates.

CONFIRMATIONS: The NAMB Housing Bureau will send a confirmation of your reservation within one week of receipt. Please review all information for accuracy. Email confirmations will be sent if an email address is provided and is the preferred method of confirmation. (If a valid email address is not supplied, confirmations can be faxed or mailed.) If you do not receive a confirmation or have questions, please contact the NAMB Housing Bureau.

TAX RATE & REQUESTS: All rates are per room and are subject to a 8.8% sales tax plus a 6.8% occupancy tax (subject to change.) Special requests cannot be guaranteed, however hotels will do their best to honor all requests. Hotels will assign specific rooms upon check-in, based on availability.

ROOM DEPOSIT (REQUIRED TO HOLD

RESERVATION): Reservations will not be accepted without a credit card to use as guarantee for each room reserved. The credit card must include expiration date which must be valid beyond the date of the NAMB meeting (June 2007.) The credit card will be charged one night's room and tax as deposit. This deposit will be transferred to the hotel and placed on your folio as a credit. If the charge to the credit card is denied, we reserve the right to release your reservation. If your reservation is released, you will be notified and asked for another method of payment

CANCELLATION POLICY: ALL CANCELLATIONS MUST BE MADE IN WRITING TO THE NAMB HOUSING BUREAU. **Cancellations made on or before April 20, 2007:** No charge will be assessed. Room deposits made by check will be refunded after the convention. **Cancellations made after Friday, April 20, 2007:** The housing bureau will charge your credit card for one night's room and tax and this amount will be forfeited. **Cancellations made after June 1, 2007:** Must be made directly to the hotel. An amount equal to one night's room and tax will be charged by the hotel and forfeited. If you fail to arrive on the day of your hotel reservation (no-show), your deposit will be forfeited and your full reservation will be cancelled.

Hotel Reservation Form

Guest Information

Arrival Date _____ Departure Date _____

First Name _____ MI _____ Last Name _____

E-mail Address _____

Daytime Phone _____ Fax _____

(If number is not within the United States, please provide the ENTIRE number the U.S. will need to dial to reach you.)

Company/Institution (if applicable) _____

Address _____

Address 2 _____

City/State/Province _____

Zip/Postal Code, Country _____

Hotel Selection

Hotel	Preference*	Single/Double
Crown Plaza Seattle	_____	\$165
Grand Hyatt Seattle	_____	\$195
Hilton Seattle	_____	\$169
Sheraton Seattle Hotel & Towers**	_____	\$189

* Please number hotels in order of preference (1st, 2nd, 3rd, etc.) above.

** Headquarters Hotel

Room Type Requested: _____ One Bed _____ Two Beds

Submit only one room request per form. Should additional forms be needed, please make copies. If requested hotels are unavailable, a reservation will be made at the next available hotel. Please select criteria.

Comparable room rate Proximity to conference site

List all room occupants:

Disability and Requests

Audio Visual Mobility Non-Smoking Request

Other Special Requests _____

Deposit Information

All reservations requests must be accompanied by a credit card guarantee or check for one night's room and tax. Housing Forms received without a valid guarantee/deposit will not be processed. Faxed requests must include a valid credit card. To be valid, the card expiration date must be after the date of the NAMB meeting. Check deposits must be mailed with a completed housing form.

Visa MasterCard American Express Discover

Card Number _____ Expiration Date _____

Name of Card Holder _____

Cardholder's Signature* _____

Check deposit for one night's room and tax enclosed and made payable to NAMB Housing Bureau.

Mail housing forms to:

Seattle Housing Bureau, 701 Pike Street, Suite 800, Seattle, WA 98101



HOTEL
RESERVATION FORM



Visit www.namb.org for more information