

# Embassy Suites Hotel

110 W. 600 South, Salt Lake City, UT 84101  
801-359-7800 / Fax 801-538-0305

## Room block confirmation

Booking date: **Wed, Nov 12, 2008**

Sales Manager: **Kristen Barker**

Group name: **Stellar Intensity Interserometry U Of U**

On site contact:

Address:

City: **Salt Lake City**

St: **UT**

Zip: **84101**

Phone: **587-9923**

**Fax:**

Cell:

email: **lebohec@physics.utah.edu**

Contact: **Stephen Lebohec**

Contact phone: **587-9923**

Master account:

Arrival date: **Wednesday, Jan 28, 2009**

Arrival time:

Departure date: **Saturday, Jan 31, 2009**

### Rates

Single	Double
<b>\$114.00</b>	<b>\$114.00</b>
Extra pers:	<b>\$15.00</b>

### Suite requirements

Days	Wed 28	Thu 29	Fri 30	Sat 31						
King	15	15	15	c/o						
Double Double										
King - NS										
Double - NS										
Handicap Ste										
Pres. Ste 901										
Pres. Ste 924										
Total	15	15	15	0						

*Does not include occupancy tax*

*The stated block of suites will be held until the cut-off date, after which, the unbooked portion of the room block will be released and sold. Reservation requests will then be confirmed depending on availability. Reservations will be held until 6:00 pm local time, unless the reservations are accompanied by a deposit equal to the first night's lodging or guaranteed by a credit card. Check-in time is 3:00 pm. Check-out time is 12:00 pm.*

Rooming list to be received by:

Reservation cut off date: **Sunday, Dec 28, 2008**

Reservation source  Indiv  Grp  Housing bureau  Card  Trvl agent

IATA# n/a

### Method of payment

SMERF

Individual pays  Room & tax  Restaurant  Incidentals

Deposit amount:

Group pays  Room & tax  Room/tax/Phone  Restaurant  Meeting Room

Deposit due:

Method of payment

CC type:

CC No.

CC exp date:

CC holder's name:

Cardholder signature: \_\_\_\_\_

### Additional comments

- \* Group cutoff date is 30 days prior to arrival, December 28, 2008
- \* Individual cancellation policy is 24 hours prior to arrival to avoid first nights room and tax
- \* Individual pays all charges
- \* Shuttle service available to and from the airport, daily 6am-1am
- \* If a individual no-shows, first nights room and tax will be billed to the individuals credit card

To guarantee rates quoted, the availability of sleeping rooms requested and all other terms herein, this contract must be signed and returned to the hotel by November 17, 08 or the rooms and any other arrangements may be cancelled. If it becomes necessary for the host organization to cancel this booking, in order to avoid forfeiture of any deposits paid or payment of penalties, the hotel must receive written notification by December 28, 08. I have read the above contract and the hotel's group booking policies and I agree to all the terms and conditions as stated herein.

Customer signature: \_\_\_\_\_ Date: \_\_\_\_\_

Sales Manager: \_\_\_\_\_ Date: \_\_\_\_\_

