

## AALS Mid-Year Meeting

### Hotel Reservation Request

Renaissance Cleveland Hotel

24 Public Square

Cleveland, OH 44113

Call (800) HOTELS 1 or Fax (216) 696-3102

Guest Name \_\_\_\_\_

School \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Arrival Date and Time \_\_\_\_\_

Departure Date and Time \_\_\_\_\_

I will arrive at the hotel after 12:00 midnight

Number of people in room:  1  2  3  4

Share With: \_\_\_\_\_

Bed Type Preference:  King  Double (2 beds)

Remarks/special needs:

\_\_\_\_\_  
If anyone in the room has a disability, please indicate the nature of the disability and any special accommodations needed: \_\_\_\_\_  
\_\_\_\_\_

**Single/Double:** \$169 for single/double occupancy; plus 15.25% sales tax

**CUT-OFF DATE: May 11, 2008**

I would like to guarantee for arrival after 6 p.m.

Deposit Enclosed:  Check or Money Order

American Express  Diners Club  Carte Blanche

Discover  JCB  MasterCard  Visa

Number: \_\_\_\_\_

Exp. Date: \_\_\_ / \_\_\_ / \_\_\_

Authorized Signature:

\_\_\_\_\_

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### Reservation Request

The Renaissance Cleveland is pleased you have chosen it for your upcoming visit.

In guaranteeing your reservation for late arrival (arrival after 6:00 p.m.) the Renaissance Cleveland requires that you either:

1. Make your hotel reservations online. Visit [www.aals.org/midyear2008/](http://www.aals.org/midyear2008/) and click 'housing'.
2. Send the Hotel Reservation Request Form, with check or money order covering the first night's room and tax.
3. Fax (216) 696-3102 or call the hotel at (800) HOTELS 1 with your reservation, along with the entire number of one of the following credit cards: American Express, Carte Blanche, Discover, Diners Club, Enroute, JCB, MasterCard or Visa. If faxing the form, don't forget the expiration date and your signature, and be sure that you receive a confirmation from the hotel.

The Renaissance Cleveland will not hold your reservation after 6:00 p.m. on the day of arrival without guaranteeing the reservation with one of the above methods. AALS encourages you to guarantee your room because an unexpected arrival after 6:00 p.m. will result in a cancellation of the reservation. Deposits will be refunded only if cancellation notification is received by the hotel by 6:00 p.m. on the day of arrival.

**Single/Double:** \$169 for single or double occupancy; plus 15.25% sales tax.

**CUT-OFF DATE: May 11, 2008**

Check-in time is 3:00 p.m. and check-out time is 12:00 p.m.

**Making a reservation prior to the cut-off date does not guarantee availability of the AALS rate. To ensure accommodations, please make your hotel reservation early.**