

Hotel Reservation Request for AALS Workshops for New Law Teachers and New Clinical Teachers

June 24-27, 2004

The Westin Grand is pleased to have been chosen as the host hotel for this meeting. You can make a hotel reservation on-line, by phone, fax or mail.

On-Line: Visit www.aals.org/nlt2004/ and click on "Make Online Hotel Reservations"

Phone: Call (202) 429-0100. Be sure to indicate "AALS Workshop for New Law Teachers" and confirm the rate of \$175 plus 14.5% sales tax for a single or double.

Fax: Complete this form and fax to 202-429-9759

Mail: Complete this form and mail it to The Westin Grand, 2350 M Street, NW, Washington, DC, 20037

AALS encourages you to guarantee your room because an unexpected arrival after 6:00 p.m. will result in a cancellation of the reservation if it is not guaranteed.

Room Rates:

Single/Double: \$175.00 plus 14.5% sales tax

CUT-OFF DATE: June 4, 2004

Please note: the cut-off date does not guarantee availability. To ensure accommodations, please make your hotel reservation early.

Please note that check-in is 3:00 p.m. Check-out time is 12:00 noon.

Guest Name: _____

School/Organization: _____

Address: _____

City: _____

State: _____

Zip Code: _____

Telephone: (H) () _____
(W) () _____

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: _____

Smoking Non-Smoking

Bed Type Preference:

King Double/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:

I would like to guarantee my reservation for late arrival (after 6:00 p.m.)

Deposit Enclosed: Check or Money Order \$ _____
 American Express Carte Blanche Diners Club
 MasterCard Visa

Credit Card #: _____

Expiration Date: _____

Authorized Signature: _____