



Thank you for requesting reservations at the Doubletree by Hilton Syracuse. Our entire staff would like to extend a warm welcome to you during your upcoming meeting.

Your reservation will be confirmed upon receipt of one night's deposit or a credit card guarantee on your reservation. Your deposit must be received within 30 days from the date your reservation is made. Credit card guarantee must be made at the time of booking. **Advance deposit is refundable if you cancel at least three business days before your scheduled arrival date.**

You may send a check for your deposit, or secure your reservation to a credit card along with this form. Please complete the credit card information on this form to authorize your reservation guarantee. You may call the National Reservation Office directly (800) 222-TREE and book your room. Or, you may fax this form directly to our hotel (315) 433-1210. You may also visit our website at www.syracuse.doubletree.com and use the Group Code NBD to make your reservation.

If the room will be shared by more than one person, please include the names of the additional occupants. Check out time is 12 noon and rooms may not be available for check in until 3:00pm

NYS BAND DIRECTORS ASSOCIATION

HOTEL REGISTRATION FORM – (1) FORM PER ROOM PLEASE

THURSDAY, MARCH 1, 2012 - SUNDAY MARCH 4, 2012
RESERVATION CUT OFF DATE - FRIDAY, FEBRUARY 10, 2012

(PLEASE PRINT OR TYPE)

NAME: _____ **PHONE #:** _____

SCHOOL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

SHARING ROOM WITH: _____

ARRIVAL DATE: _____ **DEPARTURE DATE:** _____

EMAIL ADDRESS: _____

Doubletree Hotel Syracuse Room Rates- Headquarters Hotel:

\$114.00 Single / Double Occupancy \$118.00 Triple / Quad Occupancy

Please provide a Tax Exempt Certificate with your reservation. Without a Tax Exempt Certificate from your paying organization, Current State/Local and Occupancy Taxes will applied.

The Conference Rate may be available prior to and after the conclusion of the conference **based on availability only**. Please contact our Reservations Dept. directly at (315) 432-0200 to check availability.

Please Check Preferred Accommodations

_____ King Size Bed _____ (2) Double Beds **All Sleeping Rooms Are Now 100% Non-Smoking**

The Doubletree by Hilton Syracuse will attempt to accommodate your request; however, at times, this may not be possible. We will provide the best available room.

Make Check or Money Order Payable To

Doubletree by Hilton Syracuse
6301 Route 298
East Syracuse, NY 13057

Do Not Send Currency

Credit Card Deposit

I hereby authorize the Doubletree Hotel Syracuse to guarantee my reservation to the following credit card:

Credit Card #: _____

Authorized Signature: _____

Expiration Date: _____