



# 2009 NACC CONVENTION HOUSING FORM

ONLINE HOUSING RESERVATIONS — FAST, EASY, SECURE, & AN IMMEDIATE RESPONSE!

Reserve your room online at [www.gotonacc.org](http://www.gotonacc.org) by linking to "Housing"!

### INSTRUCTIONS

- To obtain the special Convention rates, **all hotel reservations must be made through The Meeting Connection**, NACC's official housing company, and received by June 9, 2009.
- A verification will be sent to you approximately 10 days after receipt of your Housing Form. If you do not receive a verification within 10 days, please call The Meeting Connection (614/888-2568).
- Most hotels will not send written confirmation directly to guests. Your confirmation number will be sent after January 1, 2009, and may take up to 30 days to process upon receipt of this form with payment.
- If you need to change or cancel your reservation, you must do so through The Meeting Connection. Do not call the hotel directly.**
- A credit card number is required by the hotel to make your reservation.** If you do not have a credit card, contact The Meeting Connection to arrange deposit of one night's room rate plus tax. **Reservations will be processed only if a credit card**

**number or check deposit are submitted with this form.**

- Please either mail or fax in this reservation; please do not do both.
- After June 9, 2009, contact The Meeting Connection for room and rate availability before submitting this form.**

PLEASE COMPLETE THIS ENTIRE FORM AND MAIL OR FAX TO:

**NACC Housing**  
 c/o The Meeting Connection, Inc.  
 893 High Street, Suite J  
 Worthington, Ohio 43085  
 FAX: 614/888-1684  
**QUESTIONS? CALL: 614/888-2568**  
**E-MAIL: [housing@nacc-online.org](mailto:housing@nacc-online.org)**

### CANCELLATIONS

- All hotel cancellations must be made through The Meeting Connection. Do not call the hotel directly.
- READ CAREFULLY: Reservation cancellations made anytime prior to 72 hours before your scheduled arrival date are subject to a \$50.00 cancellation/processing fee. Full deposits (one night's room rate plus tax) are forfeited if you cancel inside 72 hours before your scheduled arrival.**

## IMPORTANT: THIS FORM DOES NOT CONSTITUTE REGISTRATION!

YOU MUST REGISTER SEPARATELY WITH NACC BY COMPLETING THE CONVENTION REGISTRATION FORM.

If you do not have the Registration Form, go to [www.gotonacc.org](http://www.gotonacc.org), or contact NACC at 513/772-9970.

### ATTENDEE INFORMATION (PLEASE WRITE CLEARLY)

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Spouse Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

E-Mail Address \_\_\_\_\_

*If you state an e-mail address, your verification from The Meeting Connection will come via e-mail. If no e-mail is stated, your verification will come via postal mail instead.*

**HOTEL ACCOMMODATIONS (check one):**  **GALT HOUSE**  **LOUISVILLE MARRIOTT (Headquarters Hotel)**

**GALT HOUSE SUITES**  **HYATT REGENCY**

If sharing a room with another individual, indicate their name here: \_\_\_\_\_

Arrival Date: \_\_\_\_\_/\_\_\_\_\_/2009

**Pre-conference events begin Tuesday morning, June 30, 2009.**

Departure Date: \_\_\_\_\_/\_\_\_\_\_/2009

Desired Room Type:  Queen/King (1 bed/1-2 persons)  
 Double/Double (2 beds/2-4 persons)

Number staying in room: \_\_\_\_\_ Adults \_\_\_\_\_ Youth

Do you need a rollaway bed?: \_\_\_\_\_ Yes \_\_\_\_\_ No

Do you want more than one room?: \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, how many additional rooms?: \_\_\_\_\_ Adjoining?: \_\_\_\_\_

Special room requests/needs: \_\_\_\_\_

**Note: If sharing a room, only one occupant (not both) must submit a form.**

### REQUIRED CREDIT CARD GUARANTEE FOR HOTEL

American Express  Visa  MasterCard  Discover

Card Number \_\_\_\_\_

Expiration Date (Month/Year) \_\_\_\_\_

Cardholder Name \_\_\_\_\_