

# SREB Group Housing Form

## 31st Annual High Schools That Work Summer Conference

July 9 – July 15, 2017 • Nashville, TN



### GROUP CONTACT INFORMATION

Contact Name	School Name		
Billing Address	City	State	Zip
Contact's Cellular Phone	Fax	Email	

### HOTEL INFORMATION

Please rank the hotels offered in order of your group's preference. Rates shown below are dependent on the number of guests occupying the room and are per night, not including tax which is currently 15.25%, subject to change and a \$2.50 city tax per room per night.

Hotel Choice	Hotel	Single or Double Occupancy	Triple Occupancy	Quad. Occupancy
	Gaylord Opryland	\$159	\$199	\$209

### ROOM BLOCK INFORMATION

Please indicate the number of rooms per night by room type that you would like to request. Room type requests will be honored by the hotel based on availability. **Rooms must be assigned to individual guests on or before May 24, 2017.** Rooms not assigned by this date are subject to be released to general sale.

Room Type Requests	SAT. July 08	SUN. July 09	MON. July 10	TUE. July 11	WED. July 12	THU. July 13	FRI. July 14	SAT. July 15
One bed								
2 Beds								

### PAYMENT INFORMATION

A **credit card is required** to confirm your reservation when submitting this form. If you wish to pay by check, all checks must be received by Connections Housing by **May 24, 2017**. If a check is not received by this date, the hotel reserves the right to **charge a deposit** for the first night's room and tax to the card on file. The hotel also reserves the right to keep this deposit or charge a cancellation fee of one night's room and tax if the reservation is canceled within 7 days of the arrival date.

☐ Visa☐ MasterCard☐ American Express☐ Discover

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Cardholder's Name: \_\_\_\_\_ Cardholder's Signature: \_\_\_\_\_

☐ I will pay the deposit by check. However, I understand that the card above will be used to guarantee the rooms, one night's room and tax per room, until the check is received. Connections Housing will email you an invoice including payment instructions. Checks **will not** be accepted after **MAY 24, 2017**.

### SUBMITTAL AND CONFIRMATION

Once complete, return this housing form to Connections Housing via fax: 404-842-0954, or email: [Eric@ConnectionsHousing.com](mailto:Eric@ConnectionsHousing.com). We will contact you with any questions. **By submitting this form, you are agreeing to the policies listed above.** You will receive confirmation of your room block and further instructions on assigning your rooms to individuals via email.