



# Pacifichem 2010

December 15-20, 2010  
Honolulu, Hawaii, USA  
Congress Hotel Reservation Form

### INSTRUCTIONS

Make your reservation using one of the following methods:

### INTERNET:

[www.pacifichem.org](http://www.pacifichem.org)

### TELEPHONE:

Toll free (US): 866-847-8570  
International: 801-505-4140

### FAX:

International: 801-355-0250

### MAIL:

THE HOUSING CONNECTION  
175 S West Temple Suite 140  
Salt Lake City, UT 84101

### CONFIRMATIONS

The Housing Connection will send you a confirmation of your reservation. Please review all information for accuracy. E-mail confirmations will be sent to the e-mail address is provided (required). If you do not receive a confirmation or if you have questions, please call The Housing Connection at the number above. **You will not receive a confirmation from the hotel.**

### TAX RATE and REQUESTS

All rates are per room and are subject to 13.96% tax (subject to change). Special requests can not be guaranteed, however hotels will do their best to honor all requests. Hotels will assign specific rooms upon check-in, based on availability.

### ROOM DEPOSIT REQUIRED TO SECURE RESERVATION:

Reservations will not be accepted without a Room Deposit of one night's room rental plus tax for each room reserved. Room Deposits will be accepted in the form of a check made payable to: The Housing Connection, 175 South West Temple, Suite 140, Salt Lake City, UT 84101; or a valid credit card with signature authorizing the credit card to be charged for the Room Deposit. If the charge to the credit card is denied, we reserve the right to release your reservation.

### HOTEL ROOM CHANGES

Changes and cancellations should be made through The Housing Connection until December 6, 2010. Hotels will not have individual reservation information until after this date, so we suggest you do not contact the hotels directly until December 6<sup>th</sup>, unless instructed otherwise by The Housing Connection.

### CANCELLATION POLICY

Cancellations after November 12, 2010 and prior to 72 hours before arrival date will be subject to a \$25 processing fee. One night's room and tax will be forfeited entirely if cancellation occurs within 72 hours of arrival.

### GUEST INFORMATION

First Name \_\_\_\_\_ M.I. \_\_\_\_ Last Name \_\_\_\_\_

E-mail Address (required): \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Address 2 \_\_\_\_\_

City/State/Province \_\_\_\_\_

Zip/Postal Code, Country \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

If providing international numbers, please include country and city access numbers

### HOTEL SELECTION

Arrival Date \_\_\_\_\_ Departure Date \_\_\_\_\_

Please select four hotel choices from the Participating Hotels List and enter their corresponding numbers below:

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_ 4<sup>th</sup> \_\_\_\_\_

# of Standard Rooms w/ One Bed (1-2 people): \_\_\_\_\_ # of Standard Rooms w/ Two Beds\* (2-4 people): \_\_\_\_\_

\*Two-Bedded Rooms are very limited in most hotels. Due to this reason, we suggest selecting 2-bedded rooms only when they are required. This improves your chances of obtaining reservations in one of your hotel choices.

If requested hotels are unavailable, a reservation will be made at the next available hotel. Please select criteria:

Comparable room rate

Proximity to conference site

To request a hospitality suite or meeting space, please send an e-mail to [thc@housingregistration.com](mailto:thc@housingregistration.com).

List all room occupants:

\_\_\_\_\_  
\_\_\_\_\_

Check here if you require special services

Non smoking request

Special requests: \_\_\_\_\_

### DEPOSIT INFORMATION

All reservation requests must be accompanied by a credit card guarantee or check for one night's deposit. Housing Forms received without a valid guarantee/deposit will not be processed. Faxed requests must include a valid credit card. Check deposits must be mailed with a completed housing form.

Visa

Discover

Diner's Club

MasterCard

American Express

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Name on Credit Card \_\_\_\_\_

Cardholder's Signature\* \_\_\_\_\_

\*I hereby authorize The Housing Connection or any one of the Participating Hotels, to process a charge to my credit card for each Room Deposit in accordance with the policies and information provided herein no sooner than December 6, 2010.

One night's check deposit enclosed and made payable to The Housing Connection.

Mail housing forms to: The Housing Connection, 175 S West Temple, Suite 140, Salt Lake City, UT 84101.