

2010 Convention Lodging Request



Occupant's Name _____
Utility Name _____
Mailing Address _____
City _____ State ____ Zip _____
Phone (_____) _____ E-mail Address _____

HOTEL INFORMATION:

PLEASE SEE NEW HOTEL CANCELLATION POLICY EFFECTIVE FOR ALL TRWA CONFERENCES AND CONVENTIONS

RATE: Hyatt Regency Riverwalk, 123 Losoya, San Antonio, TX, \$178/night, king/double plus state and local taxes.

ARRIVAL DATE: ____/____/____ **DEPARTURE DATE:** ____/____/____

ROOM PREFERENCE:

_____ King, \$178 /night..... \$ _____
_____ Double, \$178 /night..... \$ _____

TOTAL:\$ _____

PAYMENT

Check enclosed (payable to TRWA)
 Charge \$ _____ to my: AmEx Visa Master Card
Acct. #: _____ Expiration Date: _____
Cardholder's Name: _____
Billing Address: _____

Signature: _____

HOTEL ACCOMMODATIONS:

TRWA will handle all attendee lodging requests on a first-come, first-served basis. Attendees can register for a hotel room online or submit a room reservation form directly to TRWA, along with payment for one night's room charge plus applicable sales tax, which will be required to complete the reservation for each room reserved. **One night's room charge for the 2010 annual Convention is \$207.82.** TRWA will charge the remaining balance to the attendee after the conference. Attendees will be able to substitute the name on their room reservation no later than 24 hours before their arrival.

Any cancellations within 30 days of the arrival date at the hotel will result in automatic forfeiture of the one night's room charge and sales tax, with no exceptions or transfers to other conferences.

Hotel room cancellations made more than 30 days prior to the arrival date will result in a refund of the deposit.

If you need overnight hotel accommodations, TRWA must receive this form via fax, mail or online reservation by February 19, 2010. The hotel will NOT accept room reservations directly. TRWA will send you a hotel room confirmation number after February 26, 2010.

REFUND POLICY:

TRWA will not issue a refund for a registration fee or event ticket if the cancellation is made within 30 days prior to the date of the start of the conference or the event, with NO exceptions granted. No exceptions or transfers to other conferences will be allowed.

Refunds or transfers will be permitted at any time if the request is made within 30 days prior to the start of the event.

REGISTER ONLINE - IT'S QUICK AND EASY!

TRWA now offers online registration for the Annual Convention. Visit the Annual Convention page at www.trwa.org/conferences/annual and save a stamp by registering online.

In accordance with Title III of the Americans with Disabilities Act, we invite any registrant to advise us of any disability and request for accommodations necessary for the disability. Please indicate any special needs on an additional sheet of paper.

**Return completed form with payment to: TRWA, 1616 Rio Grande, Austin TX 78701
or register online at www.trwa.org/conferences/annual**