

EXHIBITOR Housing Reservation

DEADLINE
5 August 2011

Reservations can be made in one of the following ways:

INTERNET

www.seg.org/amhousingtrans

FAX

+1-330-405-9746

MAIL

SEG 2011 Hotel Reservations
P.O. Box 4088, Frederick, MD 21705

► QUESTIONS

+1-847-996-5478

No reservations will be accepted by phone

Hours: 9 a.m. – 5 p.m. EST

Monday — Friday

segexhibitor@experient-inc.com

► DEADLINE

Reservations must be made by 5 August 2011 in order to guarantee convention rates.

► CONFIRMATIONS

The SEG Housing Service will send a reservation acknowledgement via email. Please review all information for accuracy. If you do not receive an acknowledgement or have questions, please call the SEG Housing Service. **You will not receive a confirmation from the hotel.**

► SPECIAL REQUESTS

Special requests cannot 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 credit card. At the discretion of the individual hotels, your credit card MAY be charged one night's room and tax.

► CANCELLATION POLICY

Cancellations made on or after 22 July 2011 will be subject to a US\$50 cancellation fee. After 19 August 2011, please contact your hotel directly, prior to 72 hours of your arrival, to avoid hotel cancellation penalties. NOTE: If you do not arrive on your scheduled arrival date, the hotel will consider you a No Show. This may result in a charge of one night's room & tax and the loss of your room for the entire stay.

SEG 2011 International Exposition and 81st Annual Meeting – San Antonio, Texas

18–23 September 2011 • Henry B. Gonzalez Convention Center

Use one form per hotel room.

Make copies for additional rooms.



Please note: Hotel reservation forms are date/time recorded upon receipt and will be assigned on a first-come, first-served basis. You will be notified in writing of the final hotel assignment, which is determined by your hotel choices provided and availability of rooms.

This request form is not for individual room reservations but for groups requesting a block of 10 or more rooms per night.

► Please print or type:

Company Name _____

Contact Name _____

Address _____

City _____ State _____ Postal Code _____

Country _____

Phone _____ Fax _____

Email _____

Please list hotel choices in order of preference with room type if other than standard.

1 _____ 2 _____
3 _____ 4 _____
5 _____ 6 _____

► **Block—Night by Night:** Please fill in the number of rooms needed each night in the requested room type line for each date.

BED TYPES:

► 1 Bedded:

- Single = 1 person/1 bed
- Double = 2 persons/1 bed

► 2 Bedded:

- Double Double = 2 persons/2 beds
- Triple = 3 people/2 beds
- Quad = 4 people/2 beds

DATE	Wed 14 Sept	Thur 15 Sept	Fri 16 Sept	Sat 17 Sept	Sun 18 Sept	Mon 19 Sept	Tues 20 Sept	Wed 21 Sept	Thur 22 Sept	Fri 23 Sept	Sat 24 Sept
1 Bedded											
2 Bedded											
Totals											
Schedule	Official Exhibitors Set-Up Starts	Official Exhibitors Set-Up	Official Exhibitors Set-Up	Official Exhibitors Set-Up	Official Show Days	Official Show Days	Official Show Days	Official Show Days	Tear Down	Departure	Departure

Please indicate ADA/Special Needs _____

**► Please DO NOT SEND this form to the SEG Business Office.
It will only delay your reservation.**

If you need to cancel your meeting registration, please contact SEG directly: +1-918-497-5500