

### INSTRUCTIONS

**For Exhibitors with Room Block Reservations:** The Housing Bureau will hold room blocks without personnel names, but the cut-off date to supply personnel names and arrival/departure dates is **June 20, 2005**. This is a strict deadline, and room blocks will be released if names are not supplied by this date.

**For Individual Exhibitor with No Room Blocks:** Reservations and payments due by **June 20, 2005**.

FAX: Only fully completed forms will be accepted at the Seattle Housing Bureau at **206-461-5853**. Please make copies of form as needed.

MAIL: Only fully completed forms will be accepted at the Seattle Housing Bureau, **One Convention Place, 701 Pike Street, Suite 800, Seattle, WA 98101**.

PHONE: Call the Seattle Housing Bureau at (888) 877-0255 or (206) 461-5881.

### ACKNOWLEDGMENTS

The Seattle Housing Bureau will send you an acknowledgment of your reservation. Please review all information for accuracy. If you do not receive your acknowledgement within 10 to 14 days or have questions regarding your reservation, please contact the Seattle Housing Bureau by phone at 888-877-0255 or by email at [hotelres@seeseattle.org](mailto:hotelres@seeseattle.org). You will not receive a confirmation from the hotel.

### ROOM RATES/TAXES

To take advantage of the special AAPM meeting rates, please submit your request for an exhibitor room block as soon as possible. Follow up with your personnel list by **June 20, 2005**. After this date, the room blocks will be released.

All rates are per room and are subject to **15.6%** tax, (subject to change).

Special requests cannot be guaranteed, however hotels will do their best to honor all requests. Hotels will assign specific room types upon check-in, based on availability.

### DEPOSITS

All reservations must be guaranteed with a credit card or check. Credit cards will not be charged a deposit. Checks are only accepted with mailed forms in the amount of \$200 deposit made out to Seattle Housing Bureau and sent to the address listed above.

### CHANGES/CANCELLATIONS

Reservations may be changed or cancelled through the Seattle Housing Bureau until July 7, 2005. **Cancellations** received on or after the cutoff date, **June 20, 2005** will be assessed a \$25.00 processing fee. **Do not contact the hotels directly until after July 7, 2005.**

**FAX: 206-461-5853**



# AAPM 47th Annual Meeting

## July 24 - 28, 2005

### Washington State Convention & Trade Center Seattle, Washington

## Exhibitor Housing Form

### CONTACT INFORMATION

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

E-mail Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Exhibiting Company \_\_\_\_\_

Address \_\_\_\_\_

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

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

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

### HOTEL SELECTION

#### Rank Hotels

\_\_\_\_ Sheraton Seattle Hotel (headquarters)  
 \$189 Single  \$199 Double

\_\_\_\_ Westin Seattle \$189  Single or  Double

\_\_\_\_ Grand Hyatt \$185  Single or  Double

\_\_\_\_ Summerfield Suites \$154  Single or  Double

\_\_\_\_ Paramount Hotel \$145  Single or  Double

\_\_\_\_ Crowne Plaza \$152  Single or  Double

\_\_\_\_ Warwick Seattle \$141  Single or  Double

\_\_\_\_ Sixth Ave Inn \$109  Single or  Double

\_\_\_\_ Days Inn Downtown \$99  Single or  Double

#### Room Block

#### Reserve Dates

Arrive: \_\_\_\_\_ Depart: \_\_\_\_\_

Arrive: \_\_\_\_\_ Depart: \_\_\_\_\_

Arrive: \_\_\_\_\_ Depart: \_\_\_\_\_

Arrive: \_\_\_\_\_ Depart: \_\_\_\_\_

Arrive: \_\_\_\_\_ Depart: \_\_\_\_\_

Arrive: \_\_\_\_\_ Depart: \_\_\_\_\_

Arrive: \_\_\_\_\_ Depart: \_\_\_\_\_

Arrive: \_\_\_\_\_ Depart: \_\_\_\_\_

Arrive: \_\_\_\_\_ Depart: \_\_\_\_\_

*To request a suite, please contact the Housing Manager at 206-461-5894*

### ROOM RESERVATION DETAILS

Please attach your personnel list, providing the following information per individual **by June 20:**

1. Occupant Name, Arrival/Departure Dates

2. Room Requirements  one bed -Queen/King  two beds  Non-Smoking

Number of adult Occupants: \_\_\_\_\_

3. List special or other needs

### DEPOSIT INFORMATION

All reservations requests must be guaranteed. Credit cards will not be charged prior to the arrival date. Hotel Reservation Forms received without a valid credit card will not be processed. Please be advised that the credit card must be valid through the dates of the convention or your reservation will not be processed. Checks are only accepted with a mailed Hotel Reservation Form, in the amount of \$200 deposit and made out to the Seattle Housing Bureau.

American Express  Discover  Visa  MasterCard  Diner's Club

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

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

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

*\* Necessary to process reservation*

