

2017 TRI-STATE ASBO CONFERENCE – MAY 16-19, 2017

Sheraton Burlington Hotel – 870 Williston Road, South Burlington VT 05403

*You may mail your form to the address above or fax to: 802-865-6617

For security purposes, no reservations by phone or email --- For questions (802)865-6620

Hotel Room & Meals Reservation Form – Deadline: April 21, 2017

Name: _____ Share with: _____

Street address: _____ City/State/Zip: _____

Arrival Date: _____ Departure Date: _____

Please check your choice of room/meal package, or order meals individually below.

Tax and service charges are included in the amounts noted below.

ONLY THE FOLLOWING PACKAGES ARE AVAILABLE – NO VARIATIONS, NO SUBSTITUTIONS.

NO REFUND ON ANY UNUSED PORTION OF PACKAGES

3-NIGHT PACKAGE #1 --- Lodging Tuesday, May 16, Wednesday, May 17, & Thursday, May 18.

Wednesday: Breakfast, Lunch // Thursday: Breakfast, Lunch, Dinner // Friday: Breakfast

_____ Single: \$719.84 _____ Double: \$473.99 per person

2-NIGHT PACKAGE #2 --- Lodging Wednesday, May 17 & Thursday, May 18.

Wednesday: Lunch // Thursday: Breakfast, Lunch, Dinner // Friday: Breakfast

_____ Single: \$525.07 _____ Double: \$361.17 per person

1-NIGHT PACKAGE #3 --- Lodging Thursday, May 18

Thursday: Lunch, Dinner // Friday: Breakfast

_____ Single: \$290.05 _____ Double: \$208.10 per person

Friday, May 19 Lodging Only _____ Single: \$163.90 _____ Double: \$81.95 per person

The Hotel will not assign roommates.

All room package reservations require a deposit of 100% of entire package price.

DEPOSIT POLICY: We require a full deposit on all reservations at the time the reservation is made. A full pre-payment of each package and this completed reservation form are required for all reservations.

CANCELLATION POLICY: Deposits are refundable only if the Hotel is notified in writing 14 days prior to scheduled arrival. If reservations are made within 14 days of arrival, deposit is always non-refundable in cases of cancellation. There are no refunds for late arrivals, early departures or unused portions of packages.

DEPOSIT PAYMENT: Business or personal check preferred – Major credit cards accepted. Your credit card will be processed upon receipt of this form. Purchase orders will not be accepted.

COMMUTERS: Commuter meals must be reserved and paid in advance. No refunds on commuter meal payments after April 30, 2017.

Commuter Meals:	Quantity:	Price:	Total Due:
Wednesday Breakfast Buffet	_____	\$30.87	_____
Wednesday Lunch Buffet	_____	\$41.60	_____
Thursday Breakfast Buffet	_____	\$29.52	_____
Thursday Lunch Buffet	_____	\$41.60	_____
Thursday Plated Dinner	_____	\$53.68	_____
Friday Breakfast Buffet	_____	\$30.87	_____

Credit Card Information: Type: _____ Number: _____ Expiration date: _____

Name on card: _____ Total Amount: _____

Signature: _____

Hotel Check-in Time: 3:00 PM --- Check-out Time: 12:00 PM