



# Arabian Horse Association

## U.S. National Arabian & Half-Arabian Championship

### October 23-31, 2009 ~ Tulsa, Oklahoma



## HOTEL RESERVATION FORM

### RESERVATIONS

Reservations can be made by FAX, MAIL or ONLINE between October 25, 2008 and September 21, 2009. To receive the convention room rate, reservations must be made through the Tulsa Convention Housing Bureau.

ONLINE: [www.housingweb.net](http://www.housingweb.net) (use code **2223**)

FAX: 918-599-6154

MAIL: Tulsa Convention Housing Bureau  
Two West Second Street, Suite 150  
Tulsa, OK 74103

### HOTEL ROOM RATES/TAXES

- To take advantage of the AHA room rates, please make your reservations by September 21, 2009. After the date, room blocks will be released and hotels might charge higher rates.
- All rates are per room and are subject to a 13.517% hotel tax per room per night.
- Special requests cannot be guaranteed; however hotels will do their best to honor all requests.
- Please submit only one reservation form per room. If you are sharing a room, please do not submit duplicate reservation forms.
- Confirmations from the housing bureau will be sent after each reservation booking, modification or cancellation. **Please review it carefully for accuracy.** A confirmation will be sent from your assigned hotel within two weeks after your first confirmation.

### DEPOSITS

- All room reservations will require a credit card to be used as a guarantee. The card will not be charged unless the room reservation is not honored on the day of arrival.
- Reservation requests received after September 21, 2009, will be accepted on a space-available basis at the hotel's prevailing rates.

### CHANGES/CANCELLATIONS/REFUNDS

- All changes and cancellations must be made by September 21, 2009 through the Tulsa Convention Housing Bureau by EMAIL, PHONE, or FAX.

EMAIL: [velelyboyd@tulsachamber.com](mailto:velelyboyd@tulsachamber.com)

PHONE: 918-582-1230

FAX: 918-599-6154

- After September 21, 2009, cancellations must be made directly with the hotel. Guests who cancel a reservation less than 48 hours prior to check in or if the guest is a no show, the hotel will charge the equivalent of one nights hotel stay.

### Guest Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

I am a: \_\_\_\_\_ Horse Exhibitor \_\_\_\_\_ Spectator Only \_\_\_\_\_ Commercial Vendor

### Hotel Information

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

Hotel Selection: List six choices in order of preference:

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

5. \_\_\_\_\_ 6. \_\_\_\_\_

Reservations will be processed on a first-come, first serve basis. If all six requested hotels are unavailable, please process this reservation according to:

- Comparable Room Rate  Proximity to Expo Square

Number of Occupants: \_\_\_\_\_ Number of Beds: \_\_\_\_\_

List All Room Occupants: (Yourself first)

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

Special Request:

Accessible Room (describe needs): \_\_\_\_\_

- Smoking  Non-Smoking  Other \_\_\_\_\_

### Reservation Guarantee

A credit card guarantee is required with each reservation. Hotel reservation forms received without a credit card cannot be processed. Credit cards are used as a guarantee only and will not be changed in advance.

Type of Card:  American Express  MasterCard  Visa  Discover

Card Number: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

**Housing Reservation Deadline: Monday, September 21, 2009**