

REGISTER ON-LINE:

www.freepress.net/conference

TELEPHONE RESERVATIONS:

Toll Free: 1-888-947-2233, Code 3123
Monday - Friday, 9:00 a.m. – 3:00 p.m. CST.
Please have credit card and arrival and departure dates ready.

MAIL FORM TO:

Free Press Housing Bureau
c/o Meet Minneapolis
250 Marquette Ave S, Suite 1300
Minneapolis, MN 55401

FAX REGISTRATION FORM:

612-767-8201

Only submit room request(s) once. By submitting multiple methods, you risk duplicate reservations being made.

- Photocopy this form if more than one room is required.
- Only one room may be requested under each name.
- Room types are assigned on a first come, first serve basis.
- If preferred hotels are not available, Housing Bureau will select closest available property.
- Allow up to 3 business days for your hotel acknowledgement. Review all information for accuracy. Upon submission of your reservation, acknowledgements are generated by e-mail (immediately), fax (within the hour) or mail.
- Refunds will be mailed after the event, for those who guaranteed accommodations with a check deposit.
- If your acknowledgement has not been received by May 9, please contact the Housing Bureau.
- Reserve your room by May 9, to receive the group discount on a space available basis.

Deadline is May 9, 2008

HOTEL PREFERENCE: (Refer to map for rates).

1. _____
2. _____
3. _____

► **Arrival Date** _____

► **Departure Date** _____

DEPOSIT METHOD:

A check for one night's room and tax or a major credit card number is required to secure each room before a reservation may be processed. Please identify your method of deposit and/or guarantee. Early departures are subject to penalty fees set by the hotel. A charge of first night's room and tax will be applied and/or forfeited if you do not cancel or do not arrive (no-show).

CREDIT CARD:

After May 9, cancellations will be charged a \$25.00 Cancellation Fee. Cancellations within 72 hours prior to the day of arrival will be charged a first night's room and tax. Credit cards will only be charged if cancelled within the penalty period.

CHECK:

Checks should be made payable to Meet Minneapolis. After May 9, cancellations will forfeit a \$25.00 Cancellation Fee. Cancellations within 72 hours prior to the day of arrival will forfeit the entire deposit.

Card No. _____ Exp _____

Name _____

Signature _____

Check No. _____ Amount _____

CONFIRM RESERVATION TO:

(Only one acknowledgement will be sent)

Name _____

Company _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

E-mail address _____

Please Print Clearly

LIST NAMES OF ALL OCCUPANTS:

(List all occupants' arrival and departure dates, if different)

1. _____
2. _____
3. _____
4. _____

Maximum room occupancy is four (4) per city code

ROOM TYPE REQUESTED: (please circle choices)

King Bed 2 Double Beds Wheelchair Accessible

Non-Smoking Other: _____

Number of persons in room: 1 2 3 4