



NSTA Atlanta National Conference • Science on My Mind

National Housing Request Form

March 15-18, 2018

Georgia World Congress Center, Atlanta, Georgia

Deadline: Feb. 19, 2018

INSTRUCTIONS

Housing reservations can be made in one of the following ways beginning September 11, 2017:

Internet * Preferred

For payments via credit card

www.nsta.org/Atlantahousing

Please have your credit card and arrival/departure information ready. Accepted credit cards include American Express, Diner's Club, Discover, Visa, and MasterCard.

Telephone

877-352-6710 (toll free)

801-505-4611 (international)

Call between 7:00 AM and 6:00 PM

Mountain Time, Monday-Friday. Be prepared to provide all the information on this form.

Fax (Use one form per room request)

801-355-0250

Mail (Use one form per room request)

DO NOT MAIL TO NSTA

*Mail CHECKS ONLY to:

Orchid.Events-NSTA/Atlanta

175 South West Temple, Suite 30

Salt Lake City, UT 84101

DEADLINE

Reservations must be made by Feb. 19, 2018.

CONFIRMATIONS

Orchid.Events will send you a confirmation of your reservation. Please review all information for accuracy. An e-mail confirmation will be sent if an e-mail address is provided or confirmations can be faxed or mailed. If you do not receive a confirmation or if you have questions, call Orchid.Events. You will NOT receive a confirmation from the hotel.

TAX RATE and SPECIAL REQUESTS

All hotel rooms in Atlanta are subject to hotel room taxes (up to 16.9%, plus a \$5 Georgia Hotel Fee). Taxes are 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.

ROOM DEPOSIT REQUIRED TO SECURE RESERVATION

All reservations must be accompanied by a valid credit card guarantee or check for one night's deposit. Housing forms received without a deposit will not be processed. Check deposits must be mailed with a completed housing form payable to Orchid.Events, 175 South West Temple, Suite 30, Salt Lake City, UT 84101.

CANCELLATION POLICY

Cancellations made after Feb. 19, 2018, and prior to the hotel's cancellation date may be subject to a \$25 cancellation fee. One night's room charge and tax will be forfeited entirely if cancellation occurs within the hotel's cancellation deadline. Check with your individual hotel as deadlines vary from 24 to 72 hours prior to arrival.

CONTACT INFORMATION

First MI Last

E-mail (required)

School/Company

Address

City State Postal Code

Country

Phone Fax

HOTEL SELECTION

Arrival Date Departure Date

Please select hotel choices in order of preference and enter their numbers below. Additional fees may apply for more than two guests in a room.

1st 2nd 3rd 4th

Room Type Requested: One Bed Two Beds

Submit only one room request per form. Should additional forms be needed, please make copies.

List all room occupants (include yourself)

Blank lines for listing room occupants

Check here if you require special services Nonsmoking request

Special requests

DEPOSIT INFORMATION

All reservation requests must be accompanied by a valid credit card guarantee or check for one night's deposit. Housing forms received without a valid guarantee or deposit will not be processed. Faxed requests must include a valid credit card. Check deposits must be mailed with a completed housing form.

Type of Credit Card:

American Express Diner's Club Discover MasterCard Visa

Card number Exp. Date

Name on credit card

Cardholder's signature*

*I hereby authorize Orchid.Events or any one of the participating hotels to process a charge to my credit card for each room deposit in accordance with the policies and information provided herein no sooner than Feb. 19, 2018.

One night's check deposit enclosed and made payable to Orchid.Events. Mail housing forms to Orchid.Events-NSTA/Atlanta, 175 South West Temple, Suite 30, Salt Lake City, UT 84101. Check deposits must be received by Feb. 7, 2018.

NSTA Atlanta Conference Hotels

Numbers correspond to map on the following page. Room rates are per night and are subject to hotel room taxes (up to 16.9%, plus \$5 Georgia Hotel Fee). Taxes are subject to change. NSTA provides free shuttle service exclusively to most of the hotels listed below to the Georgia World Congress Center. For a complete shuttle schedule, check back in January at www.nsta.org/Atlanta.

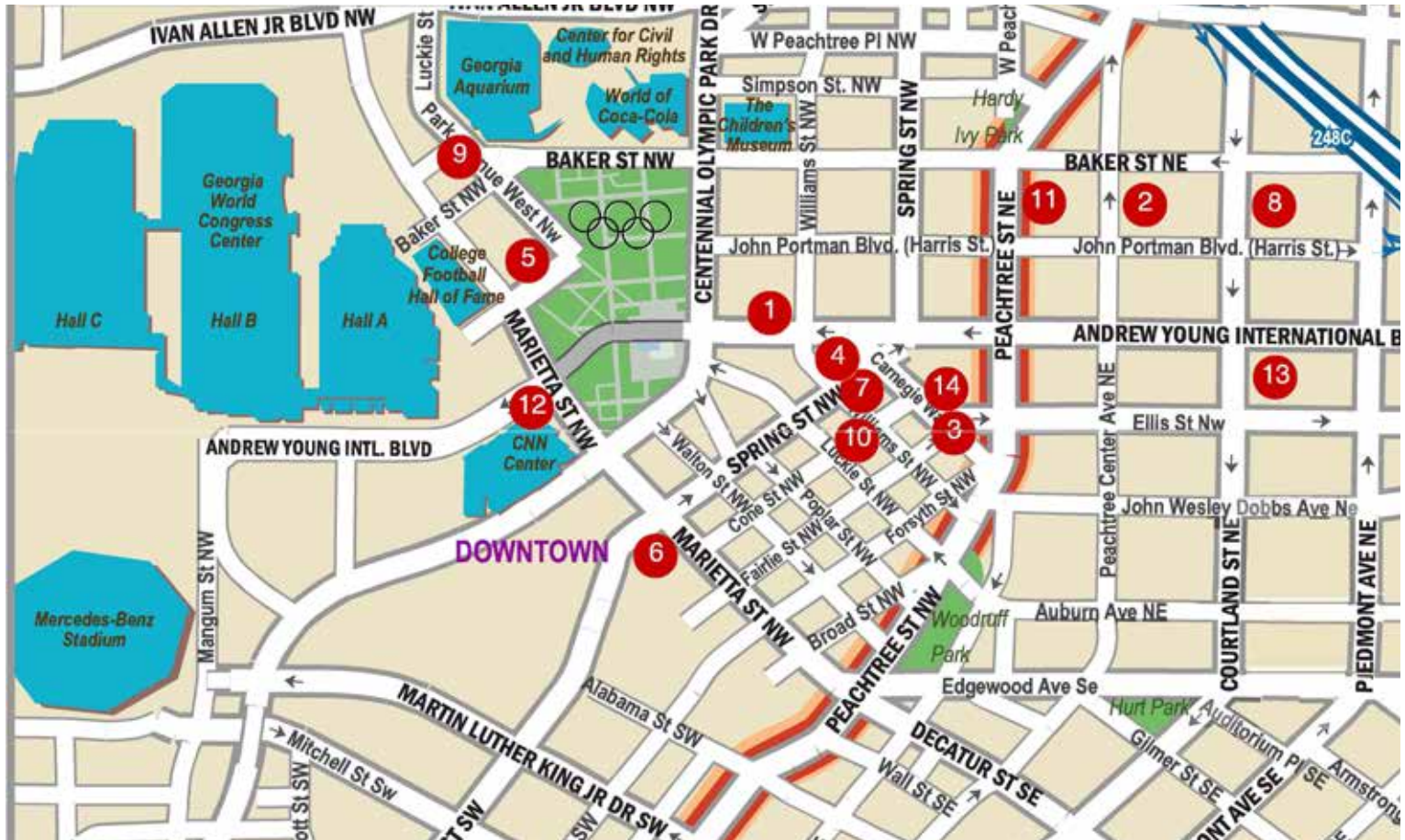
		Single	Double	Triple	Quad
1.	AC Hotel by Marriott Atlanta Downtown 101 Andrew Young International Blvd. NW	\$180	\$180	\$180	\$180
2.	Atlanta Marriott Marquis 265 Peachtree Center Ave. NE	\$189	\$189	\$189	\$189
3.	Courtyard Atlanta Downtown 133 Carnegie Way NW	\$185	\$185	\$185	\$185
4.	DoubleTree by Hilton: The American Hotel Atlanta Downtown 160 Ted Turner Dr. NW	\$195	\$195	\$195	\$195
5.	Embassy Suites Atlanta at Centennial Olympic Park 267 Marietta St. NW	\$208	\$208	\$208	\$208
6.	Glenn Hotel (Marriott Autograph Collection) 110 Marietta St. NW	\$195	\$195	\$195	\$195
7.	Hampton Inn & Suites Atlanta-Downtown 161 Ted Turner Dr. NW	Two Queen King \$190 \$201	\$190 \$201	\$190 \$201	\$190 \$201
8.	Hilton Atlanta 255 Courtland St. NE	\$189	\$189	\$189	\$189
9.	Hilton Garden Inn Atlanta Downtown 275 Baker St.	\$179	\$179	\$179	\$179
10.	Holiday Inn Express & Suites Downtown 111 Cone St. NW	\$161	\$161	\$171	\$181
11.	Hyatt Regency Atlanta 265 Peachtree St. NE	\$195	\$195	\$215	\$215
12.	Omni Atlanta Hotel at CNN Center (Headquarters Hotel) 100 CNN Center NW	\$223	\$223	\$223	\$223
13.	Sheraton Atlanta Hotel 165 Courtland St. NE	\$201	\$201	\$201	\$201
14.	The Westin Peachtree Plaza 210 Peachtree St. NW	\$197	\$197	\$197	\$197



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| 1. AC Hotel by Marriott Atlanta Downtown
101 Andrew Young International Blvd. NW | 6. Glenn Hotel (Marriott Autograph Collection)
110 Marietta St. NW | 12. Omni Atlanta Hotel at CNN Center
(Headquarters Hotel)
100 CNN Center NW |
| 2. Atlanta Marriott Marquis
265 Peachtree Center Ave. NE | 7. Hampton Inn & Suites Atlanta-Downtown
161 Ted Turner Dr. NW | 13. Sheraton Atlanta Hotel
165 Courtland St. NE |
| 3. Courtyard Atlanta Downtown
133 Carnegie Way NW | 8. Hilton Atlanta
255 Courtland St. NE | 14. The Westin Peachtree Plaza
210 Peachtree St. NW |
| 4. DoubleTree by Hilton: The American
Hotel Atlanta Downtown
160 Ted Turner Dr. NW | 9. Hilton Garden Inn Atlanta Downtown
275 Baker St. | |
| 5. Embassy Suites Atlanta at Centennial
Olympic Park
267 Marietta St. NW | 10. Holiday Inn Express & Suites Downtown
111 Cone St. NW | |
| | 11. Hyatt Regency Atlanta
265 Peachtree St. NE | |