



Rooms for this meeting are reserved in the hotels shown below. Each reservation must be accompanied by a deposit equal to the first night's lodging per room and must be received by us no later than **Thursday, September 4, 2009** in order to secure reservations. Any unused rooms reserved for this meeting will be opened for sale to regular visitors after that date. When requesting reservations, please note arrival and departure dates carefully. Late arrival or early departure causes forfeiture of deposit, unless cancellation or changes are made seventy-two hours in advance.

Every effort will be made to accommodate early arrivals; however, since checkout time is 11:00AM at all our hotels, rooms may not be available until mid or late afternoon.

**HOTEL RESERVATION REQUEST FORM**

Group Reservations ▪ Colonial Williamsburg Company ▪ P.O. Box 1776 ▪ Williamsburg, VA 23187-1776  
 CALL: (757) 229-1000 ext. 3971 ▪ (800) 261-9530 or FAX: (757) 220-7729

Please check for our information:

- New Request    
  Confirming, Phone Call    
  Change in Previous Request

**ARRIVAL: Wednesday, September 28, 2009     DEPARTURE: Thursday, October 08, 2009**

**Group Code: MIDJ09A     Passkey Link: <https://resweb.passkey.com/go/midj09a>**

**Williamsburg Lodge**

Requested Quantity \_\_\_\_\_ Superior (based on availability) .....Single/Double Occupancy.....\$229  
 Requested Quantity \_\_\_\_\_ Deluxe (based on availability).....Single/Double Occupancy.....\$259

**Williamsburg Inn (limited number of Inn rooms are available)**

Requested Quantity \_\_\_\_\_ Superior .....Single/Double Occupancy.....\$329

**\* All rooms are subject to 10% State and Local Tax and \$2.00 per room per night occupancy tax.**

ADA Accessible    
 Special Requests: \_\_\_\_\_

<b>PLEASE PRINT</b>			
NAME: _____			
ADDRESS: _____			
CITY: _____	STATE/PROVINCE: _____	ZIP: _____	COUNTRY: _____
PHONE: (____) _____	FAX: (____) _____	E-Mail: _____	
(REQUESTED to send confirmation)			
ARRIVAL DATE: _____		DEPARTURE DATE: _____	
<i>Check-in after 4:00 pm</i>		<i>Check-out by 11:00am</i>	

Credit Card:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Check Enclosed \$ _____
<i>(make check payable to Colonial Williamsburg Company)</i>				
NAME OF CARDHOLDER: _____ (PLEASE PRINT)				
CREDIT CARD #: _____ EXPIRES _____/_____/_____				
SIGNATURE: _____				

**PLEASE NOTE:** Deposit guaranteed by credit card will be charged at the time the request is made. Cancellation changes in arrival or departure dates may be made up to (3) days prior to the date of arrival without charge to individual. Should a change in reservation, including early departure, occur after the cancellation deadline a 1-night stay penalty will be charged.

Date Mailed: \_\_\_\_\_