



CONFERENCE ACCOMMODATION RESERVATION FORM

Note** Single room rates apply to one conference participant staying alone or sharing the room with a companion/spouse who is not a conference participant.

Conference Group Name: ADVOCIS (56th Year)
Booking ID: AVC1008 (The Banff Centre Use Only)
Conference Group Dates: August 15 to 19, 2010

Reserve your accommodation by sending this completed form by:

FAX: The Banff Centre Reservations Office
(403) 762-7502

If you have any questions about your accommodation please phone: 1-800-884-7574

PERSONAL INFORMATION

Name _____

Title _____

Institution/
Organization _____

Mailing
Address _____

City / Province /

State/Country _____

Postal / Zip
Code _____

Tel _____ Fax _____

E-
mail _____

Confirmation of accommodation reservation will be sent by email to the address entered above.

Conference Package Dates: Aug. 15 – 19, 2010

Accommodation Package Rates (per day)

The nightly rate includes accommodation, Vistas breakfast daily, wireless internet access in bedrooms, service charges, parking, and access to the Sally Borden Recreation Facility. Prices are exclusive of 5% GST, 4% Alberta Tourism Levy Tax, 2% Tourism Improvement Fee and are quoted in Canadian Dollars. Reservations received after Friday, June 25, 2010 will be accepted based on availability.

Your Accommodation Selection will be confirmed by our reservations department.

If two conference participants wish to share a room, The Banff Centre will split the billing for the room. To have the billing split please choose Double accommodation.

Accommodation STANDARD Kitchen Suite

Single \$211.47(CAD)

Double \$118.97(CAD)*

*Double rate are per delegate sharing a room.

Standard

Single \$194.47(CAD)

Double \$110.47(CAD)

*Double rate are per delegate sharing a room.

ACCOMMODATION REQUEST DATES

Please note that check-in is after 4:00 pm, check-out is by 12:00 noon.

Arrival Date (mm/dd/yy) _____

Departure Date (mm/dd/yy) _____

Will you be accompanied by a spouse/companion?
(No charge if sharing room with a single delegate).

yes no

Please indicate if you plan to bring your children

yes - ages: _____ no

ACCOMMODATION SHARES (only for those delegates who selected the double package rate):

The Banff Centre will charge the single rate should your chosen sharing delegate cancel.

Note: Each delegate must complete their own Accommodation Reservation Form.

Please name your chosen share partner:

PAYMENT PROCEDURES:

Accommodation:

The Banff Centre **REQUIRES** your credit card information in order to guarantee your reservation. Full payment will be required upon your check out.

Please enter your credit card information:

American Express VISA

En Route / Diners Club Master Card

Name of Cardholder _____

Card Number _____

Expiry _____ Signature _____

SPECIAL ACCOMMODATION / MEAL REQUEST

If you require any **special dietary** arrangements (for example, vegetarian meals, gluten-free meals), please specify.

If you have any **special physical /mobility requirements**, please specify:

SPECIAL PRE AND POST CONFERENCE RATES

The Banff Centre will extend the conference rate to cover the periods that are three (3) days before Sunday, August 15, 2010 and three (3) days after Wednesday, August 18, 2010, subject to availability.

Prices are room rate only (based on single/double) and do not include any meals, gratuities or taxes.

Pre/Post conference Room rates:

Standard Kitchen Suite \$185.00(CAD)per room, per night

Standard \$168.00(CAD)per room, per night

TAXES

a) The Banff Centre will charge GST on accommodation packages. Canada imposes this Goods and Services Tax (GST) of 5% on all purchased goods and services while in Canada.

b) Alberta imposes an "Alberta Tourism Levy Tax" (ATL) of 4% on all accommodation charges. ATL will not apply to "room cancellation fees".

c) The Tourism Improvement Fee (T.I.F) if 2% is applied to all accommodation charges.

d) Taxes are beyond the control of The Banff Centre, and may change without notice.

CANCELLATION POLICY

Accommodation:

Room cancellation must be received at least 48 hours prior to your scheduled arrival.

Reservations cancelled less than 48 hours prior to arrival will be subject to charge equivalent to one night's stay, plus taxes.