

HOTEL RESERVATION FORM

RESERVATION DEADLINE: October 6, 2021

Please make your reservation online at <https://book.passkey.com/go/50Triennial>, or if not, fill out this form and send it in.

CONTACT INFORMATION

First Name:	Last Name:		
Jurisdiction:	Title:		
Address:	Code (if assigned):		
City:	State:	Zip:	Country:
Phone:	Fax:		
Email (required to receive confirmation):			
<input type="checkbox"/> <i>In accordance with GDPR (General Data Protection Regulation) by checking this box you are consenting to our use of the information you are providing us solely for the purpose of making a hotel room reservation.</i>			

HOTEL SELECTION: Review hotels below and indicate your hotel choices in order of preference. Requests will be honored on a first-come, first-served, space available basis. Submit your request as soon as possible for the best opportunity of receiving your hotel choice.

Preference	Hotels	Single	Double	Triple	Quad
	Hilton Salt Lake City Center	\$179	\$179	\$179	\$179
	Radisson Hotel Salt Lake City Downtown	\$153	\$153	\$153	\$153

ROOM INFORMATION: Arrival Date: _____ Departure Date: _____

ROOM TYPE Single (1 bed/1 person) Double (1 bed/2 persons) Double (2 beds/2 persons)
 Triple (2 beds/3 persons) Quad (2 beds/4 persons)

List names of all room occupants: 1. _____ 2. _____
3. _____ 4. _____

 Check here if you have a disability requiring special services Non-Smoking Smoking

Special Requests: _____

IMPORTANT INFORMATION

Orchid Events will call you for your credit card information. All reservations must have a credit card on file. Credit Card must be valid through November 2021.

DEPOSIT: All reservations must be accompanied by a credit card guarantee for each room reserved. Your credit card will not be charged until the date of check-in, or in the event of a no-show or cancellation that occurs within 24 hours. Tax is currently 13.82% room tax (subject to change). Forms received without a valid guarantee/deposit will not be processed.

CANCELLATION: When booking your hotel accommodations, you must provide a valid credit card number to guarantee payment. Any reservation cancelled with 24 hours of arrival date will be charged one night's room and tax.

Mail completed form to Orchid Events:

Mail:
175 S. West Temple, Suite 30
Salt Lake City, UT 84101

(800) 572-9707 US Toll-free
(801) 505-4137 International
9:00 am – 3:00 pm MST, Mon–Fri

Fax: 801-355-0250
Email: help@orchid.events

If you don't receive a confirmation or have questions, please contact Orchid Events.