



Sharks Ice Hockey: MLK 2012 Tournament

HOTEL RESERVATION FORM (PAGE 1/2)

FOR BEST AVAILABILITY AND IMMEDIATE CONFIRMATION, BOOK ONLINE:

<https://resweb.passkey.com/go/mlk2012>

or **PLEASE FILL IN THE FORM BELOW:**

No. of Rooms Total: _____

Arrival Date: _____

Departure Date: _____

SEND CONFIRMATION TO:

Name: _____

Team Name: _____

Address: _____

City: _____

State/Province: _____

Zip/Postal Code: _____

Country: _____

Telephone: _____

Fax: _____

Email Address: _____

PAYMENT INFORMATION: *

Type of Card: _____

Account #: _____

Expiration Date: _____

Signature: _____

A check must accompany this form in the amount of \$137 Per room (payable to Team San Jose) if credit card is not provided. **No purchase orders will be accepted.**

*Reservation will not be processed without a form of guarantee.

Hotel	RATE	P *	Breakfast
Convention Plaza	\$109	\$5	FREE for 2
DoubleTree San Jose	\$119	FREE	FREE

All Smoke-Free Properties.

Note: Rates are subject to approximately 14% occupancy tax and \$2.00 per night HBID assessment fee. Specific hotel tax will be disclosed on individual confirmation(s). * Discounts are for self-parking only.

HOTEL PREFERENCE:

1st choice: _____ 2nd choice: _____

TYPE OF ACCOMMODATION: (Check One)

Four people maximum each room. No rollaways in Double/Double rooms per hotel fire code.

- Single (1 person /1 bed) Non-smoking
- Double (1 bed / 2 people) Smoking
- Double/Double (2 beds / 2-4 people)
- Require special facilities in accordance with the American Disabilities Act (ADA)
- Special Request (Note: special requests cannot be guaranteed. Hotels will do their best to honor all requests and will not be able to confirm until upon arrival.

ACCOMMODATIONS:

Guest room reservations at the official hotels are handled on a first-come, first-served basis. Requests for guest rooms should be faxed, emailed or mailed to the San José Housing Bureau. **Failure to receive your first choice does not constitute an error.** If accommodations are not available at the hotel of your choice, comparable reservations will be made at alternate participating hotels. Make a copy of the form(s) to retain for your records. If you did not receive a response from us within 72 hours please contact us immediately.

GUARANTEED RESERVATIONS ONLY:

All reservations must be guaranteed at the time of your request to the housing bureau. **Reservations will not be processed without a form of guarantee.** You may do so by using a major credit card or an advanced check deposit with your housing form. Your credit card is only a form of guarantee.

DEADLINES:

For new reservations, all housing requests must be received in the office no later than **3 weeks prior to the day of arrival.** Discounted rates are available based upon availability after the deadline.

CHANGES AND CANCELLATIONS:

To cancel or make changes to reservations, contact the Housing Bureau in writing. After **one week prior to the day of arrival** you may contact the hotels directly - date subject to change for each hotel. Cancellations made after 72 hours prior to arrival date will be charged one night room and tax billed to your credit card.

RESERVE ONLINE:

<https://resweb.passkey.com/go/mlk2012>

or RETURN THIS FORM TO:

Team San Jose
 email: hockey@sanjose.org
 fax: 1.408.792.4545
 housing line: 1.408.792.4168
 408 Almaden Blvd, San Jose CA 95110



For more information on local attractions, dining info and events, visit www.sanjose.org

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ROOMING LIST RESERVATION FORM (PAGE 2/2)

If book online, you do not need to fill out this form. If individual guest names are not yet available please submit Page 1. A block confirmation will be sent to you with details after you submit Page 1.

PLEASE FILL IN THE FORM BELOW: (Must also fill out Page 1 if haven't submitted)

Tournament Name: _____ Number of Rooms Total: _____
 Team Contact Name: _____ Team Name: _____
 Contact Number: _____ Fax Number: _____
 Email Address: _____

	Occupant Name	Sharing With	Comments *
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

If you have more than 15 rooms, please make a copy of this page and fill in as needed.

* Comments may include specific requests such as bed and smoking preference, special needs, different arrival & departure dates and credit card info for each room.

DEADLINES:

All new reservation requests must be received in the office no later than **3 weeks prior to the day of arrival**. Discounted rates are available based upon availability after the deadline.

WHEN TO CALL THE HOTELS:

Please **DO NOT** call the hotel directly "just to make sure" or to inquire your reservation info after booking your rooms. The hotel will **NOT** have your reservations until **one week prior to the day of arrival** – subject to change for each hotel cut-off. Rest assured if you receive a reservation acknowledgement from the San Jose Housing Bureau, the hotel will honor your booking.

Should you have any questions, please email or contact us at 408.792.4168. Office hours are Monday to Friday from 9am to 5pm (PST) except holidays.

RETURN THE FORM(S) TO:

Team San Jose

email: hockey@sanjose.org

fax: 1 408.792.4545

408 Almaden Blvd, San Jose CA 95110

