

# Group Housing Reservation Request Form

This is for use by groups reserving 10 or more hotel rooms.

# NACSSHOW

NACS **PIAA** **PEI** CONEXXUS

October 7-10, 2014 \* Las Vegas, NV

Company Name \_\_\_\_\_  
 Group Contact \_\_\_\_\_  
 Address \_\_\_\_\_  
 Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

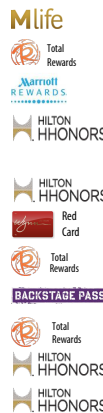
My Company is a: (this field is mandatory) \*Access Code Required

\* Retailer/Petroleum Marketer/Non-Convenience  
 \* Wholesaler/Distributor  
 Access Code \_\_\_\_\_  
 Manufacturer/Service Provider  Exhibitor

## NACS CONVENTION HOTELS

1. Bellagio^..... \$232
2. Caesars Palace^..... \$223-\$283
3. Courtyard by Marriott Convention Center \* †..... \$121-\$185
4. Elara, a Hilton Grand Vacations Hotel\*  
 ..... \$185 King Studio/\$235 One BR Suite
5. Embassy Suites Convention Center ‡..... \$195/\$205
6. Encore at Wynn Las Vegas..... \$229 King / \$259 D/D
7. Flamingo Las Vegas^..... \$73 - \$157
8. Hard Rock Hotel & Casino Las Vegas ^..... \$135 - \$209
9. Harrah's Las Vegas^..... \$73 - \$157
10. Hilton GV on the LV Strip\* ..... \$132 Studio/ \$154 1 bed suite
11. Hilton GV LV (Conv. Ctr) †\*\* ..... \$158 Studio/ \$179 1 bed suite
12. Westgate Las Vegas Resort & Casino (formerly the LVH) ..... \*\*\$79 - \$169  
 † NACS HEADQUARTER HOTEL \*\* early bird rate \$79 - \$149 - valid thru 08/01/2014

Rewards Program



\* = Smoke free property | † = Walking distance to LV Convention Center  
 ^ = Rate listed includes the hotel's resort fee | Rates Below are Single/Double Occupancy

Rewards Program

13. Las Vegas Marriott Convention Center \* †..... \$137 - \$201
14. MGM Grand Hotel & Casino ^..... \$142 - \$168
15. New York-New York Hotel & Casino^..... \$99 - \$169
16. Paris Las Vegas^..... \$189 - \$219
17. Renaissance Hotel Las Vegas\* †..... \$153/\$163
18. Residence Inn by Marriott Convention Center\* †..... \$126 - \$190
19. SpringHill Suites Las Vegas Convention Center \* †..... \$132 - \$195
20. The Cosmopolitan of Las Vegas \* ^..... \$224
21. The Mirage ^..... \$175
22. The Palazzo Resort Hotel Casino^..... \$239
23. The Venetian^..... \$239
24. The Westin Las Vegas Hotel, Casino & Spa\* ^..... \$175
25. Wynn Las Vegas..... \$229 King



## HEADQUARTER ROOM BLOCK (LVH - LAS VEGAS HOTEL & CASINO)

Room Type	Sat Oct 4	Sun Oct 5	Mon Oct 6	Tue Oct 7	Wed Oct 8	Thurs Oct 9	Fri Oct 10	Sat Oct 11
Single (1 person/1 bed)								
Double (2 people/1 bed)								
Double (2 people/2 beds)								

## ADDITIONAL ROOM BLOCK - INDICATE THE NUMBER OF ROOMS BY TYPE FOR EACH NIGHT.

All requests will be assigned on a first-come, first-served basis. Please refer to the hotel descriptions at [www.nacsshow.com](http://www.nacsshow.com) for detailed information. If none of your selections are available would you prefer an option based on:  Rate  Location

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_


Room Type	Sat Oct 4	Sun Oct 5	Mon Oct 6	Tue Oct 7	Wed Oct 8	Thurs Oct 9	Fri Oct 10	Sat Oct 11
Single (1 person/1 bed)								
Double (2 people/1 bed)								
Double (2 people/2 beds)								

## PAYMENT

Reservation(s) must be guaranteed with a credit card or check in the amount equaling a deposit for one night's room and tax for each room reserved in order to be processed. Should you wish to guarantee with a credit card now and send a check deposit at a later date, check the box below and NACS Housing will send you an invoice once hotel is confirmed. Please note that checks must be received by 5:00 pm Eastern Time, **August 11, 2014**. For any rooms cancelled after **September 5, 2014**, your card will be charged a one night room and tax penalty by Connections Housing, the official NACS housing agency, on behalf of NACS. Please note that your hotel reserves the right to charge this card a deposit for ones night's room and tax for each active room reservation. This card must be valid through October 30, 2014.

Visa  MasterCard  American Express  Discover

Check here if you would like to reserve a suite and NACS Housing will contact you.

Special Assistance: Please check here if you would like us to contact you regarding special assistance. 

Credit Card No. \_\_\_\_\_ Cardholder's Name: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ Cardholder's Signature: \_\_\_\_\_

I will pay for deposit by check. However, I understand my credit card will be used to guarantee the room, **one night's room and tax only**, until the check has been received by NACS Housing. Please invoice for:  Deposit Only  All room nights & tax

To submit form or ask questions: NACS Housing • Attn: Connections Housing • 950 Scales Rd Bldg 200 Suite 201 Swaunee, GA 30024

PHONE: (866) 983-NACS (6227) or (404) 842-0000 • FAX: (404) 581-5913 • EMAIL: [NACSHousing@connectionshousing.com](mailto:NACSHousing@connectionshousing.com)

# NACS SHOW GROUP HOUSING GUIDELINES & INSTRUCTIONS

## General Information

To reserve a block of rooms, please complete the enclosed Group Housing Form and return to NACS Housing as soon as possible. Refer to the Hotel Map and Descriptions for detailed information and indicate your preference(s) on the Group Housing Form. Group room blocks will be assigned on a first-come, first-served basis pending availability at the time your request is received by NACS. If your hotel choice(s) are sold out or not indicated, a NACS representative will notify you. Housing reservations will be managed by Connections Housing, the official NACS housing provider.

## Deposits

Reservation(s) must be guaranteed with a credit card or check in the amount equaling a deposit for one night's room and tax for each room reserved in order to be processed. Should you wish to guarantee with a credit card now and send a check deposit at a later date, NACS Housing will send you an invoice once hotel is confirmed. Please note that checks must be received by 5:00 pm Eastern Time, August 11, 2014. Hotels reserve the right to charge a deposit of one night's room and tax on September 5, 2014. The credit card must be valid through October 30, 2014.

## Methods of Payment

Forms of payment include Visa, MasterCard, American Express, Discover and checks payable to Connections Housing, (U.S. funds drawn on a U.S. bank). Please note that the credit card number that you provide is used for guarantee and/or advance deposit only.

## Confirmation of Hotel Rooms

A confirmation email and room block summary will be forwarded to the group contact upon receipt of the Group Housing Form confirming hotel, number/type of rooms, payment terms, etc. You will also receive a Rooming List Form and instructions on how to submit your rooming list. **Your individual names for your room block are due on or before August 11, 2014.**

## Name/Date Changes

Once you receive the individual acknowledgments for your reservations, you can access our secured web site 24/7 to make name or date changes as well as cancellations. Just access the housing web site at [www.nacsshow.com](http://www.nacsshow.com), select Hotel & Travel, then click "Already Have A Reservation". Put in the last name of the reservation and acknowledgment number and select modify this reservation. This is the quickest way to manage your changes and block of rooms and we hope you'll find that the process is simple and efficient.

However, if you prefer, you can submit name and/or date changes in writing. You would use the Rooming List Form that is returned to you after your initial list has been processed. Simply indicate in the "Change Explanation" column what you would like to change about each reservation using the format below as a guide. Keep in mind that date changes are based on availability. You will be contacted by a NACS Housing representative if your revised dates are not available to discuss other options.

*Example: If the dates for Sue Thomas are currently 10/7-10/10 but they should be 10/7-10/11, please write in the Change Explanation column of Sue's row: "change dates to 10/7-10/11". Or if the room for John Smith has now been assigned to Tom Martin, please write in the Change Explanation column of John's row: "change name from John Smith to Tom Martin".*

## Cancellations

Cancellation of all or any rooms within your room block or individual reservations must be submitted in writing by **September 5, 2014**. For any rooms cancelled after September 5, 2014, you will forfeit your first-night room and tax deposit or the credit card on file will be charged a one night room and tax penalty by Connections Housing, the official NACS housing agency, on behalf of NACS.

If you are not using all of the rooms that you originally blocked, please notify NACS Housing when submitting your individual names if not before. If you need to cancel a reservation after your rooming list submittal, you would indicate "cancel this reservation" in the "Change Explanation" column of the Rooming List Form.

## Suites/Function Space

If you need a suite or function space, please refer to the Suite Request Form or Function Space Form for more information. Please allow at least 48 hours for processing.

## Questions

If you have any questions please contact NACS Housing at the information below.

Phone: (866) 983-NACS (6227)/(404) 842-0000  
Email: [NACSHousing@connectionshousing.com](mailto:NACSHousing@connectionshousing.com)  
Fax: (404) 581-5913