

# OFFICIAL HOTEL RESERVATION FORM

Reservation Deadline: April 22, 2022

For best availability and immediate confirmation, make your reservations online  
[www.acsmannualmeeting.org](http://www.acsmannualmeeting.org) or call toll-free (888) 334-1267.



## CONTACT INFORMATION

First Name:		Last Name:			
Company:					
Address:					
City:		State:		Zip:	Country:
Phone:			Fax:		
Email (required to receive confirmation):					
<input type="checkbox"/> 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.					

**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 San Diego Bayfront ( <b>HQ Hotel</b> )	\$285	\$285	\$305	\$325
	Hilton San Diego Bayfront ( <b>Student Block</b> )	\$199	\$199	\$219	\$239
	Omni San Diego Hotel	\$259	\$259	\$259	\$259
	Hilton Gaslamp Quarter San Diego ( <b>Student Hotel</b> )	\$199	\$199	\$219	\$239

**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

Special Requests: \_\_\_\_\_

## IMPORTANT INFORMATION

**DEPOSIT:** All reservation requests must be accompanied by a credit card guarantee or check for a deposit of one night's room & tax for each room reserved. Base hotel tax is 12.5% + \$0.60 Tourism Marketing Tax (subject to change without notice). Please review your email acknowledgement for specific hotel's taxes and fees. **Forms received without a valid guarantee/deposit will not be processed.**

Call me for a valid credit card guarantee  Check deposit it enclosed (**must be received by April 7, 2022**)

**DEPOSIT POLICY:** Your hotel reserves the right to charge this card a deposit for one night's room and tax for each room reservation on or after April 28, 2022. This credit card must be valid through June 2022. If your card declines the deposit, you risk having your reservation canceled by the hotel.

**CANCELLATION:** Reservations cancelled after **April 22, 2022** will be subject to a \$30 processing fee for each room cancelled charged by Orchid Events. Deposit of one night's room and tax will be forfeited entirely if cancellation occurs within 72 hours of arrival date.

**NO SHOW POLICY:** If you do not arrive on your scheduled arrival date you will be considered a no-show resulting in the charge of a one night plus tax fee and the cancellation of your entire reservation.

**EARLY DEPARTURE POLICY:** Hotel may charge an early departure fee if you check out prior to your scheduled departure date.

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

Return completed form to Orchid.Events:

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

Email: [help@orchid.events](mailto:help@orchid.events)

888-334-1267 US Toll-free  
(385) 390-1004 International