

USA Masters Outdoor Track & Field Championships
Charlotte, NC
August 3rd – August 6th, 2006
Official Hotel Housing Reservation Form

Hotel choices: Please see attached hotel listing. If you list only one choice and that hotel is full, you will be assigned to the next closest available property.

1st choice _____ 2nd choice _____ 3rd choice _____

If hotel choices are full, which is more important to you:

Hotel proximity to UNCC: _____ Comparable Room Rate: _____

Arrival Date: _____ Departure Date: _____

NOTE: If specific dates are not listed, you will be assigned the official event dates shown at the top of this form.

Circle Room Type: Single (1 person, 1 bed) Double (2 ppl, 1 bed) Double/Double (2 ppl, 2 beds),

Triple (3ppl, 2 beds) Quad (4 ppl, 2 beds)

Send Confirmation to (One Confirmation per room):

First Name: _____ Last Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ Country: _____

Email Address:

Daytime telephone number: (____) _____ Fax: (____) _____

(if outside of USA/Canada, please include city and country codes for phone and fax numbers)

Sharing Room With: _____

Credit Card # _____ Expiration Date _____

() Master Card () American Express () Visa () Diners Club () Discover Card

Special Requests (Please Check): () Nonsmoking () Disabled () Rollaway () Other _____
Please note: Special requests cannot be guaranteed.

Please mail housing form to VC Housing; 500 S. College St., Suite 300, Charlotte, NC 28202 or Fax (credit card guarantee only) to 704-347-1158.

**USA Masters Outdoor Track & Field Championships
Hotel Reservation Information**

- 1) **MAKING YOUR RESERVATION:** Please choose ONE of the following options to make your reservation:
 - A. On-Line – www.usatf.org
 - B. Fax completed form – 704-347-1158
 - C. Mail completed form – Visit Charlotte Housing Bureau, 500 S. College St., Suite 300, Charlotte, NC 28202-1873
Housing Forms must be RECEIVED by the VC Housing Bureau on or before July 19th, 2006, in order to guarantee the event rates. Housing forms received after this date are not guaranteed the event rates.

- 2) **Sharing a room:** Please submit only one application per room requested listing all occupants in each room. The primary occupant will receive the confirmation.

- 3) **A confirmation from the Housing Bureau will be either emailed, faxed, or mailed.** Confirmation is emailed if email address is provided or if reservation is made over the internet.

- 4) **REQUIRED DEPOSIT:** In order to process your request, you **MUST** have a credit card number including expiration date on the housing form. The credit card may be charged equal to the amount of one night's room & tax by your assigned hotel. This is up to each individual hotel as to whether or not they charge the card once the reservation is made. You may also send a check for one nights deposit at your first choice hotel made payable to Visit Charlotte. Please mail the check to Visit Charlotte Housing Bureau, 500 S. College St., Suite 300, Charlotte, NC 28202-1873. The deposit is refundable if the cancellation is made prior to July 19th. If the cancellation is not made by July 19th, 2006, the reservation is subject to a \$25 cancellation fee. If the cancellation is not made at least 72 hours prior to arrival, the reservation is subject to one night's deposit charged by the assigned hotel.

- 5) **Changes/Cancellations:** VC Housing will make changes and cancellations requested in writing until July 19th. You may email changes/cancellations to usatf@visitcharlotte.com on or before July 19th. Please reference your acknowledgement number when making a change or cancellation with VC Housing . You may access your reservation on-line by going to www.usatf.org After July 19th, changes and cancellations must be made directly with the hotel assigned. Please note that the hotel will not have your reservation information until July 21st, so please do not contact them directly until after this date.

Hotel	Single Occupancy Rate	Double Occupancy Rate	Triple Occupancy Rate	Quad Occupancy Rate
Courtyard University	\$84.00	\$84.00	\$84.00	\$84.00
Hilton University	\$103.50	\$103.50	\$103.50	\$103.50
Holiday Inn University	\$89.00	\$89.00	\$89.00	\$89.00
Sleep Inn University	\$69.95	\$69.95	\$69.95	\$69.95

***Rates do not include 15.5% sales/hotel tax (subject to change)

***VC Housing is NOT responsible for duplicate reservations

Please note: For your convenience, a free shuttle will operate between the official event hotels listed above and the UNCC Track. This shuttle will only operate to and from the hotels listed above.