



ROOM BLOCK REQUEST FORM

REQUEST FOR 10 OR MORE ROOMS

CONTACT INFORMATION

DEADLINE: MARCH 1, 2020

Company:			
Contact First Name:		Last Name:	
Address:			
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, including the information about all individuals you are providing on their behalf, solely for the purpose of making hotel reservations.</i>			

HOTEL PREFERENCE: Please 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	Room Rates (single/double)	Distance to the Music City Center
	Hilton Nashville Downtown	\$262	2 blocks
	Omni Nashville Hotel	\$259	Adjacent
	Renaissance Nashville Hotel	\$240	2 blocks
	Springhill Suites Nashville Downtown	\$239	Across the Street
	The Westin Nashville	\$269	Adjacent

Below, please indicate the number of rooms (by bed type) you require each night. Your night by night room block (pattern) that you select will affect your hotel placement, therefore, be accurate and conservative.

Room Type	5/2/20 SAT	5/3/20 SUN	5/4/20 MON	5/5/20 TUE	5/6/20 WED	5/7/20 THU	5/8/20 FRI	5/9/20 SAT
One Bed								
Two Beds								
TOTAL ROOMS								

TERMS & CONDITIONS:

Any Exhibitor or Group, who submits a Room Block Request Form to book 10 or more rooms at a participating hotel for the NAMA Show 2020 will be required to sign a Housing Sub-block Contract. Once your block is confirmed, you will receive a Sub-Block Confirmation Letter & Contract via email.

March 1, 2020: A complete rooming list with names and arrival/departure dates for each reservation must be submitted. After this date rooms without individual names will be released. Rooming list must be accompanied by a credit card guarantee for one night's room and tax for each room. Rooming lists received without a valid guarantee/deposit will not be processed.

DEPOSIT: Rooming lists must be accompanied by a credit card guarantee for one night's room rate and tax for each room reserved. The credit card you use to guarantee each room must be valid through May 2020.

TAX DISCLAIMER: Rates above do not include the 15.25% + \$2.50 state and local taxes which are subject to change at any time.

Return completed form to Kristi Despain Woolston at Orchid Events:

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

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

(800) 915-0618 US Toll-free
(801) 505-4143 International
7:00 am – 6:00 pm MST, Mon–Fri