



HOTEL RESERVATION FORM

Deadline for Room Reservations: MONDAY, AUGUST 27, 2007

Reserve early, as the rooms may fill prior to the deadline date.

Reservations received after deadline date will be accepted at the group rate on a space available basis.

**Group Name and Dates: USAEE/IAEE North American Conference
Sunday, September 16, 2007 to Wednesday, September 19, 2007**

Occupancy: Single/ Double: \$139.00

- The above rates are subject to prevailing state and local taxes.
- The group rate is available on a space available basis from September 11–22, 2007, for those wishing to be in Texas either prior to or post of the conference.

A deposit equal to one night’s stay is required to hold all reservations. Personal check or money order (made out to the **Hilton Houston Post Oak**), or a valid credit card is acceptable.

Please indicate:

For arrival on: DAY: _____ DATE: _____ ARRIVAL TIME: _____

Departure on: DAY: _____ DATE: _____ DEPARTURE TIME: _____

Name(s) of person(s) sharing accommodations: _____

Number of people in room: _____ Special requests: _____

Check or money order enclosed: AMOUNT: \$ _____

Credit card guarantee: _____ American Express _____ Visa _____ Diners Club _____ Discover _____ MasterCard

Cardholder’s Name: _____

Credit Card number: _____ Expiration Date: _____

Select a Bed Type Preference: _____(1) King/Queen Bed _____(2) Double Beds *all guestrooms are Non-smoking

The hotel will make every effort to accommodate your room requests on a first come, first serve basis.

Last name First Name

Organization/Company

Street Address

City State Country Postal Code

(____) _____ (____) _____ (____) _____

Home Work Fax

Email

Mail this page with your deposit directly to:

RESERVATIONS
Hilton Houston Post Oak
2001 Post Oak Boulevard
Houston, TX 77056

Request a confirmation from the Hilton
be sent to you.

Call/fax reservations:

Call: (800) 245-7299 or 713-961-9300
Fax: (713) 968-1329

PLEASE identify yourself as being with
USAEE/IAEE North American Conference.

Online reservations:

Please visit www.houstonpostoak.hilton.com
Under “Check Rates & Availability” enter your arrival and departure details.
Under “Special Accounts” enter “UIA” in Group/Convention Code to receive the special group rate.

Guaranteed reservations must be cancelled 24 hours prior to arrival to avoid billing of first night’s room and tax. This registration form must be returned by fax or mailed to the above address. Check-in time is 3:00pm and checkout time is 12:00 noon.