

HOTEL RESERVATION FORM

Sheraton New Orleans Hotel, 500 Canal Street, New Orleans, LA 70130

Deadline for Room Reservations: WEDNESDAY, NOVEMBER 12, 2008

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
Wednesday, December 3, 2008 to Friday, December 5, 2008**

Occupancy: Single/ Double: \$159.00

- The above rates are subject to prevailing state and local taxes.
- The group rate is available on a space available basis from November 28 through December 9, 2008, for those wishing to be in New Orleans 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 **Sheraton New Orleans Hotel**), 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
Sheraton New Orleans Hotel
500 Canal Street
New Orleans, LA 70130

Request a confirmation from the Sheraton
be sent to you.

Call/fax reservations:

Call: (800) 325-3535 or 504-525-2500
Fax: 504-595-5550

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

Online reservations:

Please visit USAEE and following the online
Prompts to "Book A Room" or "Reserve"

Guaranteed reservations must be cancelled 72 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.