



On the Edge of Tomorrow

September 29 – October 4, 2007

Vancouver Convention & Exhibition Centre Vancouver, BC, Canada

Hotel Reservation Form

Please print clearly

General Hotel Information

- Reservation Process: Advance Group accepts hotel requests online at www.oceans07mtsieevancouver.org or in writing via fax or mail using this official hotel reservation form. Reservations will not be accepted by phone.
- Hotel Prices: Quoted in Canadian Dollars(CAD) and do not include the current applicable taxes of 10% Hotel Tax and 6% GST per night.
- Hotel Reservations: Will be assigned on the information received and on a first-come, first-served basis based on hotel and room availability.
- Hotel Confirmations: Forwarded directly to you via email, fax or mail.
- Individual Reservations: Each room request requires a 1 night deposit to confirm, payable either by credit card or cheque. Please send a separate form for each room reservation and ensure that your credit card information is valid during the dates of your reservation.
- Requests and Hotel Deposits: Advance Group requires receipt by 5 pm PST on September 4, 2007 to ensure hotel assignment at the conference rate. Vancouver is a popular North American destination so book early to avoid disappointment.

Delegate Information

Dr. Mr. Ms. Mrs. Miss

First Name _____

Last Name _____

Company _____

Address _____

City _____ State/Prov _____

Zip/Postal Code _____ Country _____

Daytime Phone _____

Fax Number _____

Email Address _____

Hotel Information and Room Type

Check-in Date: _____ Check-out Date: _____

Please list your hotel choices in order of preference.

1. _____

2. _____

Room Occupancy

Single (1 person/1 bed) Triple (3 people/2 beds)

Double (2 people/1 bed) Quad (4 people/2 beds)

Twin (2 people/2 beds)

Note: Due to fire regulations, maximum occupancy is four (4) persons (unless otherwise stated).

Request non-smoking Request smoking

Special Request(s)

Additional Occupant Information

I will be sharing a room with:

Spouse/Companion Child (Please indicate ages)

Name _____

Name _____

Name _____

Change & Cancellation Policies

- Changes and cancellations made by the guest online at www.oceans07mtsieevancouver.org are not charged a fee. Name changes and cancellations requested by fax or email are subject to a reprocessing and administration fee of \$40.00 CAD charged by Advance Group.
- Individual cancellation policies vary by hotel. Please refer to your Hotel Confirmation (forwarded to you via email, fax, or mail) for your hotel's cancellation policy.
- If the credit card information you submit is incorrect and we need to contact you more than one time to obtain correct information, a reprocessing fee of \$40.00 CAD will be charged by Advance Group.

Form of Payment / Guarantee

Canadian Money Order / Cashier or Company Cheque
One-night deposit at your chosen hotel's rate (please add taxes), payable in Canadian Dollars and made payable to Advance Group.

Visa MasterCard American Express

When guaranteeing your room by credit card, please print the name clearly as it appears on the credit card. Authorizing signature must be the same name as the name appearing on the credit card.

Name: _____ Exp. Date: _____

Card #: _____

I acknowledge and agree that I am authorizing the above costs to be charged to my credit card number in accordance with the information I have provided. I understand that reprocessing and administration fees may apply and are in accordance with the Advance Group and conference guidelines.

Signature: _____

Date Signed: _____

Fax or Mail Your Completed Form to:

ADVANCEGROUP

Attention: Oceans 2007 MTS/IEEE Vancouver

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Vancouver, B.C. V6G 2Z4 Canada

Phone: +1-604-688-9655 Extension 1

Fax: +1-604-685-3521

Email: oceanshousing2007@advance-group.com

Please retain a copy of this form for your records.