
**Central States Conference on the Teaching of Foreign Language
March 19 – 21, 2009**

HYATT REGENCY CHICAGO RESERVATION FORM

Return this form to: Mail to: Reservations Department, Hyatt Regency Chicago
151 E. Wacker Drive, Chicago, IL 60601
Fax to: 312-239-4418 or call 800-233-1234 or 312-565-1234

Please type or print:

Name: _____

Sharing Room with:

1) _____ 2) _____ 3) _____

(If sharing room, all names of roommates must be provided prior to arrival.)

If sharing room, please check one:

_____ Guest room rate should be split evenly between each roommate.

_____ Guest room rate should be applied to only one roommate, _____
(Name)

Address: _____

City: _____ State: _____ ZIP: _____

Daytime Phone: _____ Email Address: _____

Arrival Date: _____ Departure Date: _____ Gold Passport #: _____

Please make the following reservations: (Only one room may be reserved per person)

_____ Single (one person) @ \$169.00 plus *15.4% tax

_____ Double (two persons, two beds) @ \$169.00 plus *15.4 tax

_____ Double (two persons, one bed) @ \$169.00 plus *15.4% tax

_____ Triple (three persons) @ \$189.00 plus *15.4% tax

_____ Quad (four persons) @ \$209.00 plus *15.4% tax

Special Requests: (i.e., Non-smoking, ADA room, etc.) _____

Your special requests are based upon availability at time of arrival. Check-in time is 3 p.m. Check out is 12 noon. Rollaway beds are allowed in King bedded rooms only at a nightly fee of \$25.00.

Hyatt Regency Chicago requires your credit card number or a one night's deposit by check to accompany this Reservation Request Form in order for your reservation to be made.

Please guarantee reservation with: _____ Check Enclosed _____ Credit Card

Card Type & Number: _____ Expiration Date: _____

Signature: _____

Cut Off Date: Reservations must be received no later than Monday, February 23, 2009. After that date reservations will be accepted on a space and rate availability basis only. Full refund of deposit will be made upon cancellation of your room reservation if it is received by 72 hours prior to your arrival.