



Preparing New York's Youth
for College, Employment & Life

ANYSYB 41ST ANNUAL YOUTH DEVELOPMENT CONFERENCE

Hotel Reservation Form



PARTNERSHIP FOR CHILDREN, YOUTH AND FAMILIES CONFERENCE

Association of New York State Youth Bureaus
Thursday, October 27, 2011 - Friday, October 28, 2011

HOLIDAY INN WOLF ROAD • 205 Wolf Road - Albany, New York 12205 • Phone: 518-458-7250 • Fax: 518-458-7377

*** ALL STARRED ITEMS MUST BE COMPLETED OR YOUR RESERVATION FORM WILL BE RETURNED FOR COMPLETION**

CONTACT INFORMATION

*NAME: _____
 *COMPANY: _____
 *OTHER PERSON (S) IN ROOM: _____
 *ADDRESS: _____ *CITY|STATE|ZIP: _____
 *DAYTIME PHONE: (____) _____ *EVENING PHONE: (____) _____
 *FAX NUMBER: (____) _____ *EMAIL ADDRESS: _____

RESERVATION INFORMATION

*DATE OF ARRIVAL: ____/____/____ *DATE OF DEPARTURE: ____/____/____
 *ROOM PREFERENCE (BASED ON AVAILABILITY) : ONE BED TWO BEDS

RATES AND PACKAGE INFORMATION

The rates below are **inclusive** of service charges, where applicable. The packages cannot be transferred to other dates.

ONE NIGHT PACKAGE (10/26-10/27) – OVERNIGHT ACCOMMODATIONS ON WEDNESDAY NIGHT – LUNCH, AND AFTERNOON BREAK ON THURSDAY.

*Single Occupancy TAX EXEMPT – \$148.00 per person *Double Occupancy TAX EXEMPT – \$92.00 per person

ONE NIGHT PACKAGE (10/27-10/28) – OVERNIGHT ACCOMMODATIONS ON THURSDAY NIGHT – LUNCH, AND AFTERNOON BREAK ON THURSDAY – BREAKFAST, MORNING BREAK, LUNCH, AND AFTERNOON BREAK ON FRIDAY.

*Single Occupancy TAX EXEMPT – \$191.00 per person *Double Occupancy TAX EXEMPT – \$135.00 per person

TWO NIGHT PACKAGE (10/26-10/28)) – OVERNIGHT ACCOMMODATIONS ON WEDNESDAY NIGHT, LUNCH AND AFTERNOON BREAK ON THURSDAY, OVERNIGHT ACCOMMODATIONS ON THURSDAY NIGHT, BREAKFAST, BREAKS AND LUNCH ON FRIDAY

*Single Occupancy TAX EXEMPT – \$307.00 per person *Double Occupancy TAX EXEMPT – \$196.00 per person

Please note: For ANYSYB YB members only: If you are attending the Director's Training on October 26th, please DO NOT register for the two night package. Please go online to www.anysyb.net and register for the Director's training which will be billed to our master account. Please register for the one night package on this form if staying the entire conference.

CANCELLATION: If you find that you need to cancel your reservation please do so by 3 p.m. on October 21, 2011. Reservations cancelled after 3 p.m on October 21, 2011 will be billed the full amount of the package.

PAYMENT INFORMATION

A check deposit is not required. If you wish to send a check it should be made payable to the Holiday Inn Albany on Wolf Road. All reservations will require either a Credit Card, a Purchase Order or a Voucher which must be provided at the time the reservation is submitted.

*CREDIT CARD NUMBER: _____ *EXPIRATION DATE: ____/____/____
 *NAME OF CARD HOLDER: _____ *SIGNATURE: _____
 *PURCHASE ORDER: _____ *NAME OF AGENCY: _____

TAX EXEMPTION INFORMATION

Exemption from NYS and Local Taxes will only apply if the Hotel is supplied with the proper Exemption Certificate prior to arrival. Tax Exemption Forms should be included when submitting your Reservation Form to the Hotel. Please note that your form of payment must match your Exemption Form to be considered exempt. If the Exemption Form is not on file prior to arrival, you will be billed sales tax.

RESERVATION CUT OFF DATE: OCTOBER 11, 2011

ALL RESERVATION FORMS MUST BE RECEIVED TO THE HOTEL NO LATER THAN 3PM ON OCTOBER 11, 2011. AFTER THIS DATE, THE HOTEL WILL OFFER THE BEST AVAILABLE RATE AND MEALS MAY NEED TO BE RESERVED THROUGH THE ASSOCIATION OF NYS YOUTH BUREAUS