

COMPOST 2020 · January 28-31, 2020 · Charleston, SC

OFFICIAL HOTEL RESERVATION FORM

RESERVATION DEADLINE: January 17, 2019

For best availability and immediate confirmation, make your reservations online https://book.passkey.com/go/COMPOST2020 or by calling Orchid Events, the official housing department of VIP Meetings & Conventions, toll-free at (888) 665-1374.

CONTACT INFORMATION

Form with fields for First Name, Last Name, Company, Address, City, State, Zip, Country, Phone, Fax, Email, and a GDPR consent checkbox.

HOTEL SELECTION: Review hotels below and indicate your hotel choices in order of preference. Requests will be honored on a first-come, first-served, space available basis.

Table with 6 columns: Preference, Hotels, Single, Double, Triple, Quad. Lists hotel options and their rates.

ROOM INFORMATION: Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

ROOM TYPE [ ] Single (1 bed/1 person) [ ] Double (1 bed/2 persons) [ ] Double (2 beds/2 persons) [ ] Triple (2 beds/3 persons) [ ] Quad (2 beds/4 persons)

List names of all room occupants: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

[ ] Check here if you have a disability requiring special services [ ] Non-Smoking [ ] Smoking

Special Requests: \_\_\_\_\_

IMPORTANT INFORMATION

DEPOSIT: All reservation requests must be accompanied by a credit card guarantee or check for a deposit of one night's room & tax for each room reserved.

[ ] Call me for a valid credit card guarantee [ ] Check deposit is enclosed, payable to Orchid Events (must be received by 1/3/2020)

Forms will not be processed until we receive a valid guarantee/deposit.

Your hotel reserves the right to charge this card a deposit for one night's room and tax for each room reservation on or after January 17, 2020.

CANCELLATION: Deposit of one night's room & tax will be forfeited entirely if cancellation occurs within 72 hours of arrival date.

If you don't receive a reservation acknowledgement or have questions, please contact Orchid.Events.

Return completed form to Orchid.Events:

Mail: 175 S. West Temple, Suite 30 Salt Lake City, UT 84101

Email: help@orchid.events Fax: 801-355-0250

(888) 665-1374 US Toll-free (801) 505-5261 International 7:00 am - 6:00 pm MST, Mon-Fri