

**Hotel Reservation Form**  
**American Society of Animal Science/American Dairy Science Association®**  
**Midwestern Meeting**  
**Polk County Convention Complex**  
**Des Moines, Iowa**  
**March 14-17, 2010**



<u>Hotel</u>	<u>1 Person</u>	<u>2 Persons</u>	<u>3 Persons</u>	<u>4 Persons</u>
Des Moines Marriott (Downtown)	\$126.00	\$126.00	\$126.00	\$126.00
Embassy Suites	\$145.00	\$145.00	\$145.00	\$145.00
Holiday Inn Downtown	\$ 94.95	\$ 94.95	\$ 94.95	\$ 94.95
Renaissance Savery	\$120.00	\$120.00	\$120.00	\$120.00

- Completed reservation forms must be received by **February 17, 2010** to guarantee accommodations. Reservations are processed in the order received by the ASAS/ADSA® Housing Bureau.
- Please list four hotel choices. If the hotel of your first choice is not available, the second choice will be contacted, etc.
- **No telephone requests will be accepted.** Do not call individual hotels for reservations.
- Reservations must be made by using On-Line Housing **or** this housing form. Please print clearly. Make copies as needed.
- Please list all occupants and designate occupants for each room (if applicable).
- You will receive an acknowledgement from the ASAS/ADSA® Housing Bureau within one week from your request date.
- You will receive confirmations directly from the hotel after **February 17, 2010**.
- **All rooms must be guaranteed.** You may guarantee your room with a credit card by completing this form or by mailing a check for one night's deposit for each room with this form. Checks should be made payable to ASAS/ADSA® Housing Bureau – any housing forms received without a valid deposit will not be processed.
- Changes and cancellations must be in writing by mail or fax through the ASAS/ADSA® Housing Bureau by **February 17, 2010**.
- 7 percent room tax and 5 percent sales tax will be added to all hotel rates.
- Published hotel/motel rates are valid until **February 17, 2010** and are subject to change after that date.

Confirmation Contact: \_\_\_\_\_ Day Phone: \_\_\_\_\_

Institution/Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Hotel Preference (in order of preference):

1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_ (4) \_\_\_\_\_

**Special Requests:** Please note room types and special requests are not guaranteed. The hotel will assign specific room types at check-in, based on availability. Some requests like rollaways beds or refrigerators may incur additional costs. **Please indicate any special requests: Handicapped Accessible:** \_\_\_\_\_ **Other:** \_\_\_\_\_

Arrival date: \_\_\_\_\_ Departure date: \_\_\_\_\_

Credit Card Type: \_\_\_\_\_ Name of Card Holder: \_\_\_\_\_

Card Number: \_\_\_\_\_ Exp date: \_\_\_\_\_

**Accommodations:**

1 person, 1 bed \_\_\_\_\_

2 persons, 1 bed \_\_\_\_\_

2 persons, 2 beds \_\_\_\_\_

3-4 persons, 2 beds \_\_\_\_\_

**Total Number of Rooms** \_\_\_\_\_

**Occupants** (list all names & designate persons sharing):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**To book your room online please visit:**  
<http://adsa.asas.org/midwest/2010>  
 and click on Online Housing  
 Use Convention ID #10012

**Please mail completed form to:**  
**ASAS/ADSA® Housing Bureau**  
**400 Locust Street - Suite 265**  
**Des Moines, IA 50309**  
**OR FAX completed form to: 515-244-9757**