



A Union of Professionals

AFT Convention 2020

Return this form to AFT Convention Housing no later than Thursday, June 18 by email to [conventionhousing@aft.org](mailto:conventionhousing@aft.org) or call Karen Zook at (202) 879-4476

Date Received \_\_\_\_\_

Hotel Assigned \_\_\_\_\_

Room Block Code \_\_\_\_\_

# Hotel Room Block Request Form

Houston | July 27-30

## 1 CONTACT PERSON (NAME and TITLE)

AFFILIATE NAME and NUMBER (or, if not AFT-affiliated) ORGANIZATION/COMPANY

STREET ADDRESS

CITY

STATE

ZIP

EMAIL ADDRESS

WORK PHONE

MOBILE PHONE

HOME PHONE

## 2 HOTEL ACCOMMODATIONS (Please number your hotel choices in order of preference.)

Hilton Americas-Houston

Marriott Marquis Houston

## 3 ROOM BLOCK DETAILS

The contact person listed above will receive confirmation by email of your hotel assignment and block code. Individual names, dates and reservation details for your group's rooms should then be entered online at <https://convention.aft.org>.

### GROUP DATES

Check-in date \_\_\_\_\_

Check-out date \_\_\_\_\_

# of GUEST ROOMS needed \_\_\_\_\_

\_\_\_\_\_ rooms with 1 bed

\_\_\_\_\_ rooms with 2 beds

# of SUITES needed \_\_\_\_\_

\_\_\_\_\_ # of bedrooms attached to suite

\_\_\_\_\_ Size of group if suite is for meetings or hospitality

## 4 RESERVATION GUARANTEE

Debit card **or**  Credit card

Card Type \_\_\_\_\_ Exp. Date \_\_\_\_\_

Number \_\_\_\_\_

Cardholder \_\_\_\_\_

These rooms should be charged to the affiliate's credit card. Please email me a credit card authorization form.

This card is for guarantee only. Guests will pay for their own rooms. I do not need a cc authorization form.

By Check

\$ \_\_\_\_\_ Check # \_\_\_\_\_

## 5 SPECIAL REQUIREMENTS

If you require special accommodations or services, indicate these below in as much detail as possible.

