

## HOTEL INFORMATION

### Deadline and General Information

Convention general sessions, committee meetings, divisional meetings, registration and exhibits will be located at the Walter E. Washington Convention Center in Washington, D.C. There is no designated headquarters hotel. For the most recent convention schedule information, visit [www.aft.org/convention](http://www.aft.org/convention).

The deadline for hotel reservations is **Tuesday, June 2**. After this date, the hotels may charge significantly higher rates. Add 15.95 percent sales and occupancy tax to all room rates (tax rate is subject to change). \$5 of the room rate will be used to help defray convention operation costs.

### Online Housing Instructions

Hotel reservations for the AFT convention should be made using the AFT's online Credential Reporting and Housing Reservation System at [www.aft.org/convention](http://www.aft.org/convention).

AFT convention rates are available only by booking through the AFT; do not contact the hotels directly. Refer to the Credential Instructions flier in the credential mailing for step-by-step login instructions for affiliates. For additional login assistance, contact AFT Membership at 800-238-1133, ext. 3421.

**IMPORTANT PROCEDURAL INFORMATION:** Affiliates and individual members may request hotel reservations at any time by accessing the housing system via secure login at the website above. Individual members logging in will be able to request a hotel room, but they may not designate themselves as a delegate or alternate. Only the affiliate president or the president's designee may certify elected delegates and alternates. Affiliates may choose whether to notify individual members that this access is available; some affiliates prefer to handle hotel reservations for their delegates, and others prefer to have delegates handle their own hotel arrangements. Individual delegates may view, but not change, their delegate status or convention committee assignments online.

### Group Reservations

Affiliates are encouraged to immediately request the estimated number of rooms needed for their delegations, even before delegate elections have taken place. Room block requests, using the Hotel Room Block Request Form found at [aft.org/convention](http://aft.org/convention), should be submitted via email to Karen Zook at [kzook@aft.org](mailto:kzook@aft.org). Requests will be honored in the order in which they are received. Many hotels fill up far in advance of the deadline, so be sure to

submit your request early and to number your hotel preferences one through seven. You will receive confirmation via email when your room block has been approved. Affiliates should then enter individual reservations via the online system. All reservations are due no later than the **Tuesday, June 2**, deadline. After that date, unassigned rooms in room blocks will be released.

### Paper Housing Instructions

Affiliates are strongly encouraged to use the AFT's online system, which is convenient, secure and environmentally responsible. Reservations cannot be accepted by phone, but paper housing forms are available at [www.aft.org/convention](http://www.aft.org/convention) under Housing Information:

- Hotel Reservation Form (PDF)—submit one form per room
- Hotel Room Block Request Form (PDF)
- Credit Card Authorization Form (PDF)

To avoid being charged for duplicate reservations, please choose only one method to submit your form. If two delegates are sharing a room, only one form should be submitted.

- Send the completed form by email to [conventionhousing@aft.org](mailto:conventionhousing@aft.org) or by fax to 202-879-4476.

### Guarantee and Deposit Policies

All reservations require a major credit card for one night's room and tax or to guarantee each reservation. Do not send checks payable to the AFT or to a particular hotel, since your first choice may not be available. If you wish to pay a deposit by check, information on how to do so will be sent to you with the confirmation of your hotel assignment.

In order to authorize a hotel to charge expenses to an affiliate credit card, the cardholder will need to fill out a Credit Card Authorization Form, which can be downloaded at [www.aft.org/convention](http://www.aft.org/convention) under Housing Information. If this authorization form is not on file with the hotel, the individual will be asked to provide a form of payment at check-in. If the cardholder will be providing their card in person at check-in, the credit card authorization form is not needed.

### Important Note About Debit Cards

When presenting payment at the front desk, please be aware that the use of a debit card will result in the immediate removal of funds from your bank account for the total amount of room and tax for your stay, plus an additional daily amount to cover

incidental expenses. (See the hotel debit card policies on the enclosed chart.) Upon checkout, any unused funds will be returned to your bank account, but depending on the bank's refund process, it may take five to seven business days for a credit to be processed. To avoid this lengthy hold, simply use a credit card or pay by cash.

## Suite Requests

The number of suites available is limited. Affiliates requesting suites for delegation hospitality or meetings will be given priority over individuals requesting suites for personal use. Suite requests should be sent by email to Karen Zook at [kzook@aft.org](mailto:kzook@aft.org). Please indicate the number of people to be accommodated in the parlor, and any specific bedroom and bedding requests so that the appropriate size and type of suite can be assigned.

## Room Requests

Rooms with two beds are limited at some of the hotels. Priority in reserving these rooms will be given to delegates sharing with another delegate, and to families traveling with children. Affiliates should indicate the needed number of single- and double-bedded rooms on the Hotel Room Block Request Form. All requests should provide as much information as possible about the occupants of each room to ensure the appropriate bedding is available. The hotels will attempt to honor all requests, but requests cannot be guaranteed.

## Disability Requests

If you require particular accommodations in your hotel room due to a disability, please be specific to help us reserve a hotel that meets your needs. For example, request "roll-in shower for wheelchair" or "grab bars for tub and toilet," as opposed to "accessible room."

## Hotel Assignment and Confirmations

You will receive confirmation of your hotel assignment by email once it has been processed by AFT Convention Housing. Review your hotel confirmation for accuracy, and note the cancellation

and early departure policies. The hotels' check-in times are 3 p.m. or 4 p.m., so rooms may not be available if you arrive early in the day. All hotels will be able to store luggage until your room is ready.

## Reservation Changes

Reservation changes and cancellations may be made online until **Tuesday, June 2**. After June 2, send changes and cancellations in writing to AFT Convention Housing (email [conventionhousing@aft.org](mailto:conventionhousing@aft.org) or fax to 202-879-4476). We will make every effort to honor changes and requests received after the deadline, but we are not able to guarantee that rooms will be available at the AFT convention rates.

## Transportation

Shuttle bus transportation will be provided between some of the official convention hotels and the Convention Center. Information about bus schedules and routes will be sent in June to all delegates and will be available upon check-in at the hotels and the Convention Center. Those with special circumstances who need additional assistance may contact Dawn Iacino at [diacino@aft.org](mailto:diacino@aft.org).

See the Convention Call, or go to [www.aft.org/convention](http://www.aft.org/convention), for information on airfare discounts available from American Airlines and United Airlines.

## Contact AFT Convention Housing

If you have questions or need more information, please contact us:

**Karen Zook, Housing Manager**  
800-238-1133, ext. 4476; or 202-879-4476  
[kzook@aft.org](mailto:kzook@aft.org)

**Tori Wanzer, Housing Coordinator**  
800-238-1133, ext. 4425; or 202-879-4425  
[twanzer@aft.org](mailto:twanzer@aft.org)

Current convention information, including the full schedule, can be found at [www.aft.org/convention](http://www.aft.org/convention)



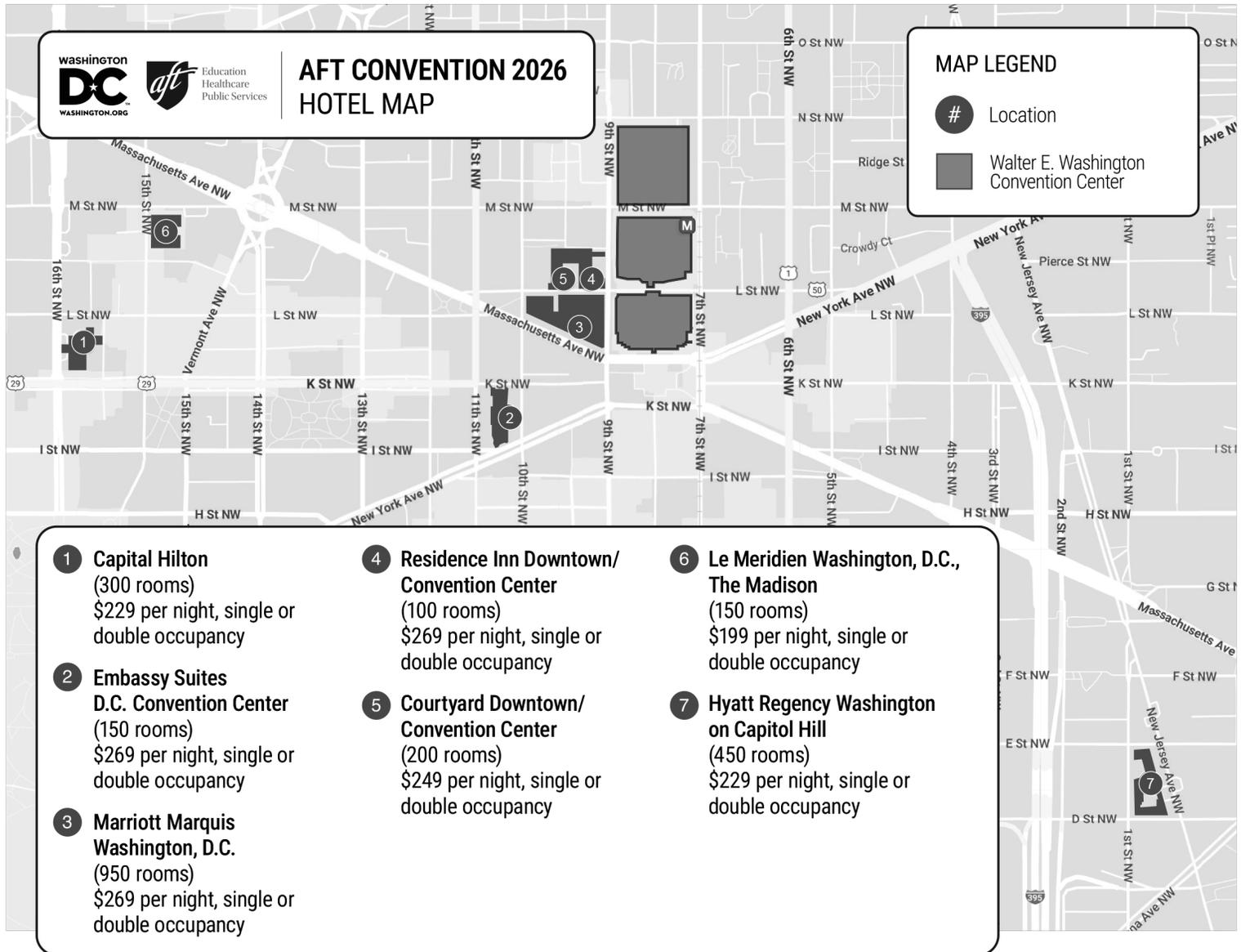
Education | Healthcare | Public Services

AFT, AFL-CIO | 555 New Jersey Ave. N.W. | Washington, DC 20001 | [www.aft.org](http://www.aft.org)



## WASHINGTON, D.C. HOUSING INFORMATION

Hotel reservations for the AFT convention should be made using the AFT's online credential and housing registration system at [aft.org/convention](http://aft.org/convention). The system will open for credential reporting and hotel requests in mid-March. The upcoming credential packet sent to every affiliate will contain detailed login and housing instructions. AFT convention rates are available only by booking through the AFT. Do not contact the hotels directly. Add 15.95 percent sales and occupancy tax to all room rates.



Washington DC WASHINGTON.ORG



Education  
Healthcare  
Public Services

### AFT CONVENTION 2026 HOTEL MAP

#### MAP LEGEND

- # Location
- Walter E. Washington Convention Center

<p><b>1 Capital Hilton</b> (300 rooms) \$229 per night, single or double occupancy</p> <p><b>2 Embassy Suites D.C. Convention Center</b> (150 rooms) \$269 per night, single or double occupancy</p> <p><b>3 Marriott Marquis Washington, D.C.</b> (950 rooms) \$269 per night, single or double occupancy</p>	<p><b>4 Residence Inn Downtown/ Convention Center</b> (100 rooms) \$269 per night, single or double occupancy</p> <p><b>5 Courtyard Downtown/ Convention Center</b> (200 rooms) \$249 per night, single or double occupancy</p>	<p><b>6 Le Meridien Washington, D.C., The Madison</b> (150 rooms) \$199 per night, single or double occupancy</p> <p><b>7 Hyatt Regency Washington on Capitol Hill</b> (450 rooms) \$229 per night, single or double occupancy</p>
--	---	--

If you have questions regarding AFT convention housing, room blocks, or suites, please contact us:

**Karen Zook, Housing Manager**  
800-238-1133, ext. 4476, or 202-879-4476  
kzook@aft.org

**Tori Wanzer, Housing Coordinator**  
800-238-1133, ext. 4425, or 202-879-4425  
twanzer@aft.org

	<b>1</b> <b>Capital Hilton</b>	<b>2</b> <b>Embassy Suites</b>	<b>3</b> <b>Marriott Marquis</b>	<b>4</b> <b>Residence Inn</b>	<b>5</b> <b>Courtyard</b>	<b>6</b> <b>Le Méridien</b>	<b>7</b> <b>Hyatt Regency</b>
<b>Address</b>	1001 16th St., N.W.	900 10th St. N.W.	901 Massachusetts Ave. N.W.	901 L St. N.W.	901 L St. N.W.	1177 15th St. N.W.	400 New Jersey Ave. N.W.
<b>Website</b>	hilton.com	hilton.com	marriott.com	marriott.com	marriott.com	marriott.com	hyatt.com
<b>Distance to Convention Center</b>	1 mile (10-min. walk)	2 blocks	Connected by walkway	350 feet	350 feet	0.7 miles	1 mile (10-min. walk)
<b>Rooms Available</b>	300	150	950	100	200	150	450
<b>Rates (add 15.95% tax)</b>	\$229 per night, single or double occupancy	\$269 per night, single or double occupancy	\$269 per night, single or double occupancy	\$269 per night, single or double occupancy	\$249 per night, single or double occupancy	\$199 per night, single or double occupancy	\$229 per night, single or double occupancy
<b>More Than Two Adults</b>	Add \$20/adult; max 4 people	Add \$20/adult; max 4 people	Add \$20/adult; max 4 people	Add \$20/adult; max 4 people	Add \$20/adult; max 4 people	Add \$25/adult; max 4 people	Add \$25/adult; max 4 people
<b>Bedding Types</b>	One king or two queen beds	One king or two queen beds	One king or two double beds	One king or two double beds	One king or two queen beds	One king or two queen beds	One king or two queen beds
<b>Cancellation Policy</b>	72 hours prior to arrival	72 hours prior to arrival	72 hours prior to arrival	72 hours prior to arrival	72 hours prior to arrival	48 hours prior to arrival	72 hours prior to arrival
<b>Check In / Check Out</b>	4 p.m. / 11 a.m.	4 p.m. / 11 a.m.	4 p.m. / 11 a.m.	3 p.m. / noon	3 p.m. / noon	4 p.m. / noon	3 p.m. / 11 a.m.
<b>Debt Card Policy</b>	Room and tax for full stay plus \$100/night held at check-in	Room and tax for full stay plus \$125/night held at check-in	Room and tax for full stay plus \$100/night held at check-in	Room and tax for full stay plus \$100/night held at check-in	Room and tax for full stay plus \$50/night held at check-in	Room and tax for full stay plus \$50/night held at check-in	Room and tax for full stay plus \$50/night held at check-in
<b>Early Departure Fee</b>	One night's room and tax	One night's room and tax	One night's room and tax	N/A	N/A	N/A	One night's room and tax
<b>Fitness Center</b>	Complimentary, 24 hours	Complimentary, 24 hours	Complimentary, 24 hours	Complimentary, 24 hours	Complimentary, 24 hours	Complimentary, 24 hours	Complimentary, 24 hours
<b>Guarantee Policy</b>	Guarantee only; card charged only for "no show" or cancellation within 72 hours of arrival	Guarantee only; card charged only for "no show" or cancellation within 72 hours of arrival	Guarantee only; card charged only for "no show" or cancellation within 72 hours of arrival	Guarantee only; card charged only for "no show" or cancellation within 72 hours of arrival	Guarantee only; card charged only for "no show" or cancellation within 72 hours of arrival	Guarantee only; card charged only for "no show" or cancellation within 24 hours of arrival	Guarantee only; card charged only for "no show" or cancellation within 72 hours of arrival
<b>Internet Access</b>	Free wireless in guest rooms	Free wireless in guest rooms	Free wireless in guest rooms for Marriott Bonvoy Members	Free wireless in guest rooms	Free wireless in guest rooms	Free wireless in guest rooms	Free wireless in guest rooms
<b>Parking</b>	\$73 + tax	\$32/day valet \$75/overnight	\$75/day valet plus tax (subject to change)	\$68 + tax	\$68 + tax	\$71/day valet	Valet only; ranges from \$28-\$62 by hour or overnight
<b>Pets (fees may apply)</b>	Allowed (restrictions/fees apply, see hotel website for details)	Allowed (restrictions/fees apply, see hotel website for details)	Allowed (restrictions/fees apply, see hotel website for details)	Allowed (restrictions/fees apply, see hotel website for details)	Allowed (restrictions/fees apply, see hotel website for details)	Allowed (restrictions/fees apply, see hotel website for details)	Not allowed
<b>Pool</b>	No	Yes	No	No	No	No	Yes
<b>Rollaway Beds</b>	Yes	Yes	No	No	No	Limited availability for \$25/night in king rooms only	Available for \$20/night in king rooms only
<b>Room Service</b>	Yes, knock and drop	Yes	6 a.m. – 10:30 a.m. 11:30 a.m. – 2 p.m. 4 p.m. – 11 p.m.	Yes	Yes	6 a.m. – 11 p.m.	6:30 a.m. – 10 p.m. (hours vary based on hotel occupancy)
<b>Other Features</b>	Each room has coffee maker, hair dryer, iron/ironing board, refrigerator and in-room safe	Complimentary hot breakfast; each room has coffee maker, hair dryer, iron/ironing board and in-room safe	Each room has coffee maker, hair dryer, iron/ironing board, refrigerator and in-room safe	Complimentary hot breakfast; each room has coffee maker, hair dryer, iron/ironing board, refrigerator, microwave and in-room safe	Each room has coffee maker, hair dryer, iron/ironing board, refrigerator and in-room safe	Each room has hair dryer, iron/ironing board, refrigerator, and in-room safe	Each room has coffee maker, hair dryer, iron/ironing board, refrigerator and in-room safe
	<b>1</b> <b>Capital Hilton</b>	<b>2</b> <b>Embassy Suites</b>	<b>3</b> <b>Marriott Marquis</b>	<b>4</b> <b>Residence Inn</b>	<b>5</b> <b>Courtyard</b>	<b>6</b> <b>Le Méridien</b>	<b>7</b> <b>Hyatt Regency</b>