



The Association dedicated to the advancement of excellence in the purchasing profession serving higher education and associated communities.



National Association of Educational Buyers, Inc.



ROOM RESERVATION FORM

Please complete and include first nights deposit with this form to guarantee your reservation. Your reservation will be confirmed upon receipt of your deposit. A credit card number with an expiration date will also guarantee your reservation. Rooms not guaranteed will be released at 4:00 p.m. on date of arrival.

Make money order payable to:
Mailing address:

McCAML Y PLAZA HOTEL
ATTN: **Reservations**
50 Capital Avenue, S.W.
Battle Creek, MI 49017
(888)MCCAML Y (toll free)
(616) 963-3880 fax

Organization: **National Association of Education Buyers**

Dates: **October 2-4, 2002**

**** ALL RESERVATIONS MUST BE RECEIVED BY: September 11, 2002 ****

Please reserve the following accommodations for: (please type or print)

Name _____

Address _____

City _____ State _____ Zip _____

Starting A Room With _____

Day Phone (____) _____ Evening Phone (____) _____

Credit Card# _____ Exp. Date _____

Authorized Signature _____

Arrival Date _____ Departure Date _____

Please check your preferred accommodations: (Sleeping Rooms @ \$89.00 plus 11% tax single or double occupancy, \$15.00 plus 11% tax for rollaways.)

of Rooms

#of Rooms

___ - One Person/One Bed _____

___ - Triple-Quads/Two Beds _____

___ - Two People/One Bed _____

___ - Quad/Two Beds _____

___ - Two People/Two Beds _____

___ - Rollaway _____

SMOKING - ___ NON SMOKING - ___

- ◆ **WE WILL TRY TO HONOR ALL ROOM TYPES AND SPECIAL REQUESTS TO THE BEST OF OUR ABILITY; however, REQUESTS ARE NOT GUARANTEED.**
- ◆ **Check-in time is 3:00 p.m. and check-out time is 12:00 p.m.**
- ◆ **If you wish to pay cash for your room, a \$20.00 cash deposit per night is required at check-in to cover incidental charges.**
- ◆ **Please do not send currency through the mail. We do not accept personal checks for payment.**