



NYS Band Directors – 2023 Annual Conference

RESERVATION LODGING FORM

Thursday March 2, 2023 Sunday, March 5, 2023

All reservations must be made returned no later than **JANUARY 31, 2023**.

Reservations forms received after this reservation deadline will be accepted based upon space and rate availability.

GROUP CODE: BAC

To confirm your reservation, a credit card number must be provided.

ARRIVAL _____ DEPARTURE _____
_____ Credit Card

CC#: _____ Exp: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

Of rooms: _____ # of people per room: _____

Roommate: _____

Arrival Date: _____ Departure Date: _____

Special Room Needs: _____

Reservation Form, Tax Exempt Certificate
Must be received by JANUARY 31, 2023:

Doubletree by Hilton Syracuse
Attn: Marybeth Bartlett-Reservations Dept.
Email Marybeth.bartlett@hilton.com
Or fax 315 433-1210
6301 State Route 298 / Carrier Circle
East Syracuse, NY 13057
Main Phone: (315) 432-0200

For Office use only:
Confirmation #: _____
Reservation Agent: _____ Date: _____

RESERVATION POLICIES

- To confirm your reservation, a credit card number must be provided.
- A copy of your NYS tax exemption form must be received with reservation form. Payment- Credit Card must match the name on the NYS tax exemption form.
- Reservations received after the conference room block is full or after JANUARY 31, 2023 will be accepted on an availability basis.
- All rooms are nonsmoking. Covid restrictions may be in place.
- Cancellations must be received by FEBRUARY 28, 2023.
- Check in time is 4PM - Check out time is 11AM.
- Room Rate is \$131.00 per room, per night, plus taxes. Confirmation of your Reservation will be e-mailed only using the information provided on this form.

UNLESS ALL PROPER FORMS ARE SUBMITTED & COMPLETED, RESERVATIONS WILL NOT BE PROCESSED

I have read and agree with the above Reservation Policies

Please sign and date