



Courtyard by Marriott Saratoga Springs

Hotel Reservation Form

New York State Sheriffs' Association - Summer Training Conference

July 17-21, 2016

Personal Information:

2nd person in room (Meals at \$85/day)

Name: _____

Address: _____

City: _____ State _____ Zip _____

City: _____ State _____ Zip _____

Phone: _____

Phone: _____

Email: _____

Email: _____

*** Please inform hotel at time of booking if you require a separate receipt for the second person.*

Arrival Date: _____ Departure Date: _____

One night stay includes lodging, dinner, breakfast, lunch, breaks, and service charges.

Rates are based per person, rooms may have 1 king or 2 queen beds, please note your room preference and we will do our best to accommodate.

_____ King _____ 2 Queens _____ ADA room

_____ Single, one night \$274 _____ Extra person \$85

_____ Single, two nights \$548 _____ Extra person \$170

_____ Single, three nights \$822 _____ Extra Person \$255

_____ Single, four nights \$1096 _____ Extra Person \$340

Above rates are subject to 7% NYS Sales tax & 6% Occupancy Tax. If applicable, tax exempt form must be provided in advance.

Please complete the credit card information below. Once received a confirmation will be sent via email.

Guest Credit Card # _____ Exp _____ CBC# _____

Wednesday Lunch Entrée Choice (please include choice for each person in room):

_____ Chicken Picatta _____ Sliced Peppered Flank Steak

***** Day guests not staying at the hotel must register with NYS Sheriffs' Association *****

- Cut off Date for Reservations is June 17, 2016. Reservations received after the cut off date will be accepted based on room availability.
- Deposit Policy: All reservations will need to be reserved with a valid credit card and first nights' room and tax will be charged at the time of reservation.
- Cancellation Policy: A reservation must be cancelled 7 days prior to arrival to avoid a one-night stay charge.

CHECK IN – 3:00pm

CHECK OUT – 12:00pm

Please fax this form to 518-226-0542 Attn: Cara Groff or email cara.groff@marriott.com