



1228 Western Ave. (Across from SUNY)
Albany, NY 12203 • 518-489-2981

Conference Name:

Upstate New York Junior Sciences & Humanities Symposium (SUNY Albany)

Room Block Name:

Junior Science and Humanities Symposium

Arrival Date: Monday, March 22, 2010

Departure Date: Tuesday, March 23, 2010

Name of School: _____

Address: _____

Phone: _____ **Fax:** _____

E-Mail Address: _____

****HOTEL IS NOT RESPONSIBLE FOR MATCHING ROOMMATES****
\$75.00 Single or Double, \$80.00 Triple and \$85.00 for Quad Occupancy

Name of Students:

Room #1

- 1.) _____
- 2.) _____
- 3.) _____
- 4.) _____

Room #2

- 1.) _____
- 2.) _____
- 3.) _____
- 4.) _____

Room #3

- 1.) _____
- 2.) _____
- 3.) _____
- 4.) _____

Room #4

- 1.) _____
- 2.) _____
- 3.) _____
- 4.) _____

Room #5

- 1.) _____
- 2.) _____
- 3.) _____
- 4.) _____

Room #6

- 1.) _____
- 2.) _____
- 3.) _____
- 4.) _____

Names of Teachers:

Room #1 _____ Room #2 _____

Other (Bus Driver) _____

Reservations must be received prior to Monday, March 8, 2010.

New York State & County Taxes are Not Included

The hotel requires payment information *prior* to arrival. This includes tax-exempt forms. The following information *must* be forwarded with your registration forms:

Examples:

A copy of the purchase order

A copy of the tax-exempt form ST-119

School Check

If you are paying with a credit card, a copy of the card is required with the school name on it.

A deposit equal to one night's stay is required to guarantee each reservation request. A 72-hour cancellation notice is required for a refund of your deposit.

Deposit Enclosed: _____

Credit Card Number: _____

Expiration Date: _____

CHECK IN TIME: 3:00 PM, March 22, 2010

CHECK OUT TIME: 12:00 NOON, March 23, 2010

PLEASE RETURN THIS FORM DIRECTLY TO THE HOTEL:

Attn.: Ms. Oumhany Taleb

Best Western Sovereign Hotel

1228 Western Ave.

Albany, NY 12203

Fax # (518)-489-2712

Please call the phone numbers below if you have any questions:

(518)-618-1125

or

(518)-489-2981

Oumhany Taleb

Front Desk