ROOM REQUEST FORM FOR WORLD SPIRIT FEDERATION COMPETITION

Please fill out form in entirety and e-mail to tvwiley@procam-inc.com OR fax to (317) 852-5823

Please insert your group name here: _____

Please insert city of competition here: _____

Name / Address to which confirmation should be mailed: _____

Phone number and E-mail address of Lead Name (for questions pertaining to this form): _____

Please list hotels in order of preference (1st choice not guaranteed. You will be notified if none of your choices have availability. You will receive a confirmation notice within one week of Bureau's receipt of your reservation form: 1. _____ 2. _____ 3. _____ 4. _____

Lead Name (Parent / Adult over 18)	Phone Number OR E-Mail Address	Arrival Date	Departure Date	Credit Card & Expiration for Guarantee (charge to card at check-in)	Special Requests - based on availability (Room Type, Smoking, Etc)

RESERVATION CHANGE POLICY: Changes to be made with Housing Bureau up to 30-days prior to check-in. Direct with hotel thereafter.
CANCELLATION POLICY: Cancellations 7 Days Prior to Check-In or Full Charge to Credit Card.
HOUSING BUREAU: (800) 395-5782