

CROWNE PLAZA
ATLANTA – AIRPORT

1325 VIRGINIA AVE.

ATLANTA, GA 30344

404-768-6660

RESERVATION FORM FOR TENSAS REUNION – 2017

ARRIVAL DATE _____ DEPARTURE DATE _____

(PLEASE PRINT)

FIRST NAME _____ LAST NAME _____

ADDRESS _____ CITY/STATE _____ ZIP _____

CONTACT NUMBER _____

EMAIL ADDRESS: _____

ROOM RATES: KING/SINGLE.....\$95.00

DOUBLE.....\$95.00

PLEASE CHECK ALL THAT APPLY:

Need Handicapped room _____

Have medications that need refrigeration _____

Have children in room _____

The above rates are net, non-commissionable and are exclusive of taxes currently at 7% state sales tax and an 8% city hotel tax. Taxes are subject to change without notice. A State Hotel-Motel Fee of \$5.00 is applied to each quest room per night.

Please note: THE CROWNE PLAZA ATLANTA AIRPORT HOTEL is a non-smoking establishment and does not offer smoking guestrooms.

PARKING: THE CROWNE PLAZA ATLANTA AIRPORT HOTEL has guest self-parking for a fee of \$12.00 per day; however, a reduced rate of \$6.00 per vehicle, per day, will be extended to the Tensas Reunion Group. Valet parking is also available for \$15.00 per day, per vehicle. **VALET PARKING IS NOT DISCOUNTED.**

GUEST ROOM PAYMENT OPTION

Each guest will be asked to provide a credit card at the time reservations are made in order to secure your room. Nothing will be charged to your card until you actually check in. Your credit card number will only be used to secure the room.

RESERVATION PROCEDURE

By providing the group name, individuals will be able to make reservations by calling 888-233-9527 (toll free) between the hours of 7 AM and 11PM EST. RESERVATIONS MUST BE MADE ON OR BEFORE THE CUT-OFF DATE OF JULY 6, 2017 IN ORDER TO BE ELIGIBLE FOR THE GROUP RATE.

CHECK-IN AND CHECK OUT

Check-in time is 3:00pm. Check out time is 12:00PM. Concierge will arrange to hold luggage, on a complimentary basis, for those guests attending functions etc. on the day of departure so that they may also check out by 12:00PM to avoid late check out charges.

INCIDENTAL CHARGES:

Each guest will be asked for a credit card at the time of check-in, to establish credit for any incidental charges incurred during their stay. If a guest does not utilize a credit card, then a \$50.00 cash deposit will be required at check-in for this purposed. This will be refunded at check-out time if not utilized.

Please note if using a debit card, funds are held for 7 – 10 business days by most banking institutions.

EARLY ARRIVALS/STAYOVERS

Based on the availability of rooms and the availability of group rates, the group rate will be offered three days prior and three days following the official meeting dates.

Any further questions please contact: Shandra Earl – 404-234-6266, email sdearl1152@yahoo.com or fax – 404-254-2464