

HOTEL RESERVATION FORM

AFT PSRP Conference
April 4-6, 2025 — Hyatt Regency Portland — Portland, OR

For AFT use only:
Received: _____
To Hotel: _____

Completed form can be sent by the following methods:

Mail to: AFT PSRP Conference Housing, 555 New Jersey Ave. N.W., Washington, DC 20001
Fax to: AFT Convention, Meetings and Travel Department at 202-879-4558
Email to: Tori Wanzer, AFT Convention, Meetings and Travel Department, at twanzer@aft.org

**** Deadline for hotel reservations is Wednesday, March 5 ****

1 NAME AND TITLE (CONTACT PERSON FOR ALL RESERVATIONS)

LOCAL NAME AND NUMBER

ADDRESS

CITY

STATE

ZIP

WORK PHONE

FAX

HOME PHONE

EMAIL ADDRESS

2a INDIVIDUAL RESERVATION (only 1 room needed)

RESERVATION FOR _____

SHARING WITH _____

ARRIVAL DATE _____

DEPARTURE DATE _____

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> SINGLE (\$254.04) | <input type="checkbox"/> 1 KING BED |
| <input type="checkbox"/> DOUBLE (\$254.04) | <input type="checkbox"/> 2 QUEEN BEDS |
| <input type="checkbox"/> TRIPLE (\$283.04) | |
| <input type="checkbox"/> QUAD (\$312.04) | |

2b GROUP RESERVATIONS (2 or more rooms needed)

Please use the conference rooming list form to indicate names, arrival and departure dates, and room requests.

TOTAL NUMBER OF ROOMS NEEDED: _____

_____ # of SINGLES (\$254.04)

_____ # of DOUBLES (\$254.04)

_____ # of TRIPLES (\$283.04)

_____ # of QUADS (\$312.04)

3 RESERVATION GUARANTEE

By CREDIT CARD

CARD TYPE _____ EXP. DATE _____

NUMBER _____

CARDHOLDER _____

If the above credit card is being used to pay for the entire stay of the guest(s), and the cardholder will not be present, the cardholder will need to complete and return the attached credit card authorization form. Form MUST be submitted 10 days prior to arrival.

By CHECK (PAYABLE TO HYATT REGENCY PORTLAND)

Checks must be received **30 days** prior to arrival date

CHECK # _____ AMOUNT \$ _____

4 SPECIAL REQUIREMENTS



If any of your participants require special accommodations or services, please indicate these below.
