



HYATT REGENCY WICHITA

400 WEST WATERMAN
WICHITA KS 67202
PH: (800) 233-1234 FAX: (316) 293-1200

**GROUP
RESERVATION
FORM**

THE HYATT REGENCY WICHITA IS PLEASED TO WELCOME...

*KS Plumbing Heating and Cooling Midwest Contractors Expo
Wednesday, March 8, 2006 thru Friday, March 10, 2006*

- Single Occupancy \$91
- Double Occupancy \$91
- Triple Occupancy \$106
- Quad Occupancy \$106

Reservations must be received by: **Wednesday, February 8, 2006**
After this date reservations will be based on date and rate availability.
Your reservation request is not a guarantee of a confirmation. A confirmation number can only be assigned after your form is processed while your organization's rooms are still available.

CHECK-IN = 3PM - CHECK-OUT = 12 NOON

TO CHECK-IN BEFORE YOU ARRIVE CALL 1-800-CHECK-IN ON THE DAY OF YOUR ARRIVAL

GUARANTEE: Every room reserved must be guaranteed for late arrival in the following manner:

ADVANCE DEPOSIT:

Please enclose one night's room deposit per room plus 13.3% occupancy tax. Deposits are refundable only if cancelled by 4:00pm the day prior to your confirmed arrival. Make check payable to Hyatt Regency Wichita, or authorize credit card payment as follows:

CREDIT CARDS:

Please fill in American Express, Carte Blanche, Diner's Club, MasterCard, Visa, EnRoute, JCB, or Discover card number, name of cardholder and expiration date in the space below.

Cardholder's Name _____ Signature: _____

Credit Card Number: _____ Exp. Date: _____

CANCELLATION: Guaranteed Reservations must be cancelled by 4:00pm the day prior to your confirmed arrival date or your deposit of first night's room & tax per room will no longer be refundable. Your reservation request will not be accepted without a credit card guarantee or an enclosed check.

EARLY DEPARTURE FEE: Reservations are made for specific arrival and departure days. Departures that occur before confirmed departure day are subject to an early departure fee (currently \$50).

*****ONE FORM PER ROOM PLEASE*****

Name(s): 1) _____ 2) _____

3) _____ 4) _____

Company or Group: _____

Address: _____

City / State / Zip: _____

Home Phone: (_____) _____ Work Phone: (_____) _____

Accommodation:

*Please check one

King	Double/Double

Special Request: _____

(Type of Accommodation is based on availability)

I will arrive on: _____ I will depart on: _____
(Date/Time) (Date/Time)

GOLD PASSPORT #: _____

MAIL TO: Hyatt Regency Wichita, 400 W. Waterman, Wichita, KS 67202 Attn: Reservations