

Hotel Reservation

FAX completed forms to: 480-247-4682 or
MAIL to: 218-A East Eau Gallie Blvd., #89, Indian Harbour Beach, FL 32937

This completed form must be received by Friday, April 23, 2010

If you are paying your Room Deposit/Guarantee by check (\$139 payable to Marriott Hotel O'Hare), this form must be mailed.

Mail to: Wheel Rail Seminars
218-A East Eau Gallie Blvd., #89
Indian Harbour Beach, FL 32937

Fax to: Wheel Rail Seminars
480-247-4682

First Name (print clearly or type)		Last Name	
Firm / Organization			
Address			
City		State/Province	Zip/Postal Code
Phone		e-mail	
Share with: First Name		Last Name	

ROOM RATES: Single \$139 (US\$) + 15.4% Tax • Double \$139 (US\$) + 15.4% Tax

ROOM TYPE:

- Single Occupancy/One Person
- Double Occupancy/Two Persons
- Triple Occupancy/Three Persons

SPECIAL REQUESTS:

- King Bed
- Double Room/Two Beds
- Handicap Accessible

All rooms are non-smoking

Arrival Day/Date/Time	Departure Day/Date
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ROOM DEPOSIT/GUARANTEE

Each Room must be guaranteed either by credit card or check payable to Marriott Hotel for \$139

Choose one: Visa Mastercard Discover American Express Check Money Order

Cardholder's Name (print clearly or type)	Cardholder's Signature
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Credit Card Number	Expiration Date (mm/dd/yyyy)	3-digit security code (located on back of credit card)
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Housing Information

The Wheel Rail Seminars' Housing Bureau will handle all room reservation requests. **Do not call the hotel directly.** A hotel reservation form is included with this packet of information. Please fill it out completely. All requests for rooms will be filled in chronological order. It is recommended that you send your hotel reservation request early to guarantee accommodations. To obtain the WRI 2010 Conference Hotel Rate, **send in your form no later than April 23, 2010.** Do not mail your housing form if you fax it in. Please submit only one room request on each form. If you need to make more than one room reservation, make copies of the hotel reservation form. All requests must be processed through the Wheel Rail Seminars' Housing Bureau by mail, fax or on-line at www.wheel-rail-seminars.com.

By Mail:

Send a Room Deposit check (\$139 payable to Marriott Hotel O'Hare) or provide credit card information and mail your hotel reservation form along with your seminar registration form to:

Wheel Rail Seminars
218-A East Eau Gallie Blvd., #89
Indian Harbour Beach, FL 32937

By Fax:

Fax the form with credit card information to Wheel Rail Seminars at: 480-247-4682.

Room Deposits/Guarantees:

The Marriott Hotel O'Hare requires either a one-night deposit (which is refundable if cancellation is received 48 hours prior to arrival), or a credit card number to guarantee your room. Please indicate on your reservation form which guarantee method you will be using. If you are sending a check, please make it **payable to the Marriott Hotel O'Hare in the amount of \$139 (US\$)** and send to Wheel Rail Seminars at the address above.

Reservation Confirmation:

You will receive your hotel confirmation directly from the hotel a few weeks before the seminar.

Changes and Cancellations:

You can change or cancel your reservation with the Wheel/Rail Seminars' Housing Bureau at 847-808-1818 until May 14, 2010. Beginning on May 15, 2010, please contact the hotel directly at 773.693.4444 for changes or cancellations. A 48-hour cancellation notice is required by the hotel to avoid a one-night room and tax charge.

Shuttle Service:

Airport shuttle service is available to and from the Marriott Hotel O'Hare every 20 minutes. To take the shuttle from O'Hare Airport to Marriott Hotel, follow red arrows on the floor near the baggage claim area to the shuttle center and wait at **Door #2** for the red & white shuttle bus. The ride takes about 10 minutes and makes one stop at the Marriott Suites prior to arriving at the Marriott Hotel O'Hare.

Parking:

Parking is available at the hotel at their standard parking rates.