

# IFMA World Workplace 2012

## Hotel Sub-block Request Form

Please note all sub-blocks will be released by August 27, 2012 if not utilized.

PLEASE USE A SEPARATE FORM FOR EACH SUB BLOCK.

**Please note the following restrictions:**

- Rooms are assigned on a **first-come, first-served** basis and depends on availability of space.
- World Workplace has a set amount of hotel space.
- Sub blocks may only be set through IFMA at one of the designated hotels.

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Group Name: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

Contact E-mail Address: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Expiration: \_\_\_\_\_

Preferred location of sub-block:

- Grand Hyatt (Headquarters hotel)      \$229 Nightly - Standard Room Single Occupancy
- HyattRegency      \$209 Nightly - Standard Room Single or Double Occupancy
- Hilton Palacio del Rio      \$219 Nightly - Standard Room Single Occupancy
- Marriott Rivercenter      \$219 Nightly - Standard Room Single or Double Occupancy
- La Quinta Inn and Suites      \$179 Nightly - Standard Room Single or Double Occupancy

**SUB BLOCK AMOUNT:**

Sunday, October 28, 2012: \_\_\_\_\_ Rooms

Monday, October 29, 2012: \_\_\_\_\_ Rooms

Tuesday, October 30, 2012: \_\_\_\_\_ Rooms

Wednesday, October 31, 2012: \_\_\_\_\_ Rooms

Thursday, November 1, 2012: \_\_\_\_\_ Rooms

Friday, November 2, 2012: \_\_\_\_\_ Rooms

Saturday, November 3, 2012: \_\_\_\_\_ Rooms

**ADDITIONAL SUB BLOCK REQUIREMENTS:**

- Suites: \_\_\_\_\_
- Hospitality Suites: \_\_\_\_\_
- Upgraded Rooms: \_\_\_\_\_

**RESERVATION PROCESS: (choose one)**

- I will provide a rooming list with all reservations by August 27<sup>th</sup>, 2012
- Attendees will call the hotel directly to make their reservations

**ADDITIONAL COMMENTS:**

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