



2023 PROFESSIONAL DEVELOPMENT HOUSING FORM COLUMBUS, OHIO - FEBRUARY 2-4, 2023

RESERVATIONS CAN BE MADE BY CHOOSING ONE OF THE FOLLOWING OPTIONS:

Reservations can be made by choosing ONE of the following options:

- All reservations require a credit card. No checks will be accepted.
- Credit card must be valid through the end of March 2023.
 1. **INTERNET:** www.omea-ohio.org
Do not mail after submitting online.
 2. **MAIL:** Send a completed form (one copy per room) to:
OMEA c/o Experience Columbus
Attn: Renee Scott
277 W. Nationwide Blvd., Ste. 125
Columbus, Ohio 43215
 3. **EMAIL:** Housing@ExperienceColumbus.com - If emailing form, **DO NOT INCLUDE CREDIT CARD INFORMATION.** Experience Columbus will contact you for credit card info.

DEADLINE FOR SPECIAL RATES IS JANUARY 9, 2023

- No telephone reservations will be accepted by the Housing Bureau.
- Photocopy this form if more than one room is required.
- Only one room may be requested under each name.
- Rooms are assigned on a first-come, first-serve basis.
- Allow up to two weeks for an acknowledgement.
- After January 9, 2023, rooms and rates are based on availability.

Confirm reservation to: (Only one acknowledgement will be sent)

Name: _____
 Address: _____
 City: _____
 State: _____ Zip: _____
 Phone: _____
 Email: _____

RESERVATION DEPOSIT:

Reservations will require a credit card guarantee only (no deposit). Reservations must be cancelled three days (4 p.m.) prior to arrival, or a fee equal to one night's room and tax will be charged. An early departure fee may apply if you depart sooner than scheduled. Requests received without complete credit card information will not be processed. Credit card must be valid through the end of March 2023.

_____ American Express _____ Master Card
 _____ Visa _____ Discover _____ Diner's Club

Card #: _____
 Expiration Date: _____ / _____
 Name: _____
 Signature: _____

HOTEL RATES:

Hotel	Single	Double	Triple	Quad
Hyatt	\$193.00	\$193.00	\$203.00	\$213.00
Hilton	\$199.00	\$199.00	\$209.00	\$219.00
Hampton	\$176.00	\$176.00	\$186.00	\$196.00
Drury	Standard QQ or Standard King \$179.00	Standard QQ or Standard King \$179.00	Suite QQ or Suite King \$199.00	Suite QQ or Suite King \$199.00

*Rates quoted above are subject to 17.5% tax (Subject to change).

HOTEL PREFERENCE:

1. _____
2. _____
3. _____

Arrival Date: _____

Departure Date: _____

(List names of all occupants' arrival and departure dates if different.)

ROOM TYPE PREFERENCE*:

- _____ Single - 1 Guest
 _____ Double - 1 Bed/2 Guests
 _____ Double/Double - 2 Beds/2 Guests
 _____ Triple - 2 Beds/3 Guests
 _____ Quad - 4 Beds/4 Guests
 _____ Wheelchair Accessible

*Room type preferences and special requests cannot be guaranteed.

CHANGES/CANCELLATIONS

- Continue to use the OMEA Housing Bureau for all changes or cancellations through January 23, 5 pm EST via internet, or email to Housing@ExperienceColumbus.com.
- After January 23, contact your hotel for all requests.
- Please do not contact the hotel directly until after January 23.