

**Official Housing Form**

**102nd Annual American Legion – New York State Convention**

**July 13-19, 2020**

**Binghamton, New York**

**Mail Completed Form to:**

Visit Binghamton

Five South College Drive, Suite 102

Binghamton, New York 13905

\*NO TELEPHONE OR ONLINE RESERVATIONS WILL BE ACCEPTED BY THE BUREAU OR AREA HOTELS

Special Blocks of rooms are being held in Official American Legion Convention Hotels for the Department of New York 102nd Annual Convention.

* All reservations **must** be made through Visit Binghamton/Convention & Visitors Bureau.
* Please go to the American Legion website and click on or type the housing link below
* County delegations wishing to stay together in same hotel must book reservations all at once.
* If you need assistance booking your reservation, please call (800) 836-6740 Monday – Friday 8am – 4pm.

To insure TAX EXEMPTION, present a copy of your tax-exempt certificate (ST 119.5) when you check into the hotel *(it will not be accepted at checkout).*

Do not send Tax Exempt Form, checks or cash with this Room Request From.

This form is for ONE room only.

Housing forms must be received by **June 1st, 2020** – NO EXCEPTIONS

CANCELLATION POLICY: 72 HOURS PRIOR TO ARRIVAL

**HOUSING FORM**

**AMERICAN LEGION ⮫ 102nd ANNUAL NEW YORK STATE CONVENTION**

**JULY 13-19, 2020**

*PLEASE USE THIS FORM FOR YOUR HOTEL REGISTRATION ONLY (Please Print)*

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State\_\_\_\_\_\_\_\_\_\_\_\_ Postal Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

County\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Additional Room Occupants\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Arrival Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Departure Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE CIRCLE APPROPRIATE ITEM:**

LEGION AUXILIARY SAL GUEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 GUEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Check room type desired: Check here if:** GUEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Single (1 person, 1 bed) Rollaway cot is requested

 Twin Double (2 ppl, 2 beds) Late arrival request

 Double (2 ppl, 1 bed) Handicap-accessible room is requested

 Triple (3 ppl, 2 beds)

 Quad (4 ppl, 2 beds)

 Suite (where available)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **HOTEL** | **RANK (1–3)** | **SINGLE** | **TWN/DBL** | **TRIPLE** | **QUAD** | **SUITE** |
| **Holiday Inn Binghamton**  *\*Legion Headquarter Hotel* |  | $129.00 | $129.00 | $129.00 | $129.00 | $189.00 |
| **Doubletree by Hilton Binghamton**  *\*Auxiliary Headquarter Hotel* (0.6 miles) |  | $129.00 | $129.00 | $129.00 | $129.00 | $179.00/$209.00 |
| **Baymont** (4.8 miles) *\*SAL Headquarter Hotel* |  | $115.00 | $115.00King $120 | $115.00 | $115.00 | N/A |
| **La Quinta** (4.8 miles) *\*SAL Overflow* |  | $115.00 | $115.00King $120 | $115.00 | $115.00 | N/A |

***NOTE: ALL PRICES SUBJECT TO 13% TAX, to avoid being charged tax BE SURE TO BRING YOUR TAX EXEMPT FORM.*** *Prices are per room, per night (NOT PER PERSON). Check-in time is 4:00 p.m. & Check-out time is 11:00am.*

RESERVATIONS MUST BE GUARANTEED. To guarantee your room by check or money order, please wait to receive confirmation from your hotel (allow 2 weeks). Upon confirmation, send your check or money order to that hotel. **(PLEASE** **NOTE: PERSONAL CHECKS WILL BE ACCEPTED ONLY UP TO 10 BUSINESS WORKING DAYS PRIOR TO CHECK-IN.)** If you would like to guarantee your room by **credit card**, please list information here:

GUARANTEE room with (Credit Card):  MASTERCARD  VISA  AMEX  DISCOVER

Credit Card No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Expiration Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cardholder’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hilton Honors/IHG/ Wyndham Rewards # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mail Completed Forms to:**

**Gina Calisi**

**C/O Visit Binghamton**

**Five South College Drive, Suite 102**

**Binghamton, NY 13905**