

ISADS - AHSP - FTDCS 2007 Hotel Reservation Information

Hotel rooms have been blocked-reserved at substantial discount rates for the participants and their guests for the period of March 20 (check-in) to March 25 (check-out), 2007. Rooms are limited and please make your reservation as early as possible.

- A. The Hotel confirms the following special rates for our event:
Single/double room: **US\$145.00** (The regular rate is \$209 per night) per night
These rates are exclusive of applicable sales/room tax and resort charge.
- B. If you need to stay in the hotel beyond the dates (March 20-25, 2007), the hotel can honor the request based on availability of the rooms.
- C. All reservations will be made by individuals
 1. by telephone 1-888-201-1718. Attendees will reference the [Promotional Code "IEEEGP"](#) or "**IEEE Computer Society**" when making reservations.
 2. by online reservations through the Hotel's web site www.radisson.com/ Please follow the follow process to obtain the special conference rate:

Process of online reservation

- (1) Go to the website: www.radisson.com/, you will see the table shown in Figure 1. Fill out the hotel location and dates
- (2) Click on the link "**More Search Options**", you will see the additional table in Figure 2, enter **IEEEGP** as the Promotion Code, and click search.
- (3) You will see the special rate showing Figure 3.

Attendees will use the [Promotional Code IEEEGP](#) when making online reservations. The snapshot below shows an example:



The screenshot shows the Radisson Hotels & Resorts website search interface. The page has a dark header with the Radisson logo and navigation tabs for Home, Reservations, and Specials & Packages. Below the header, there are three main search options: Find a Hotel, Online Check-In, and View/Change a Reservation. The Find a Hotel option is selected. The search form includes a Search By Map button, a Country dropdown menu set to United States, a City text input field containing Sedona, a State/Province dropdown menu set to Arizona, Check-In and Check-Out date pickers set to 03/20/2007 and 03/24/2007 respectively, and dropdown menus for Adults (1) and Children (0). There are radio buttons for selecting Radisson Hotels & Resorts (which is selected) or All Carlson Hotels. At the bottom of the form, there is a link for More Search Options and a Find Hotels > button.

Figure 1

3. Select Hotel Brands (optional)

- Radisson Park Plaza
 Country Park Inn

4. Search for Special Rates (optional)

Rate Type: Corporate Account ID:
 Promotional Code: Travel Agent ID:

[Find Hotels >](#)

Rates for: Tue Mar 20, 2007 to Sat Mar 24, 2007:	Tue	Wed	Thu	Fri	Avg. Nightly Rate*
Institute Electrical 3/20/07	\$145.00 USD	\$145.00 USD	\$145.00 USD	\$145.00 USD	\$145.00 USD Select

Figure 3

- D. **The reservation cut-off date will be Tuesday, 27 February 2007 at 5:00 p.m. U.S. Pacific time.**
Reservations received after this date will be accepted by the Hotel on a space available basis at the conference rates.
- E. The Hotel will require a deposit in advance from individual guests to guarantee a particular reservation. To guarantee an individual reservation, a guest must either (1) send a check or money order covering the first night's room rate plus applicable sales tax, or (2) send a signed letter authorizing the Hotel to charge the room deposit and applicable sales tax to the guest's major credit card and include card number and expiration date, or (3) give the guest's major credit card by telephone.
- F. The Hotel's check-in time is 4:00 pm. The Hotel's check-out time is 11:00 am. Guests are permitted to check in earlier or check out later subject to room availability.