



THE RITZ-CARLTON®
AMELIA ISLAND

HOTEL ACCOMMODATIONS RESERVATION FORM

American Association of Insurance Services

April 3 – 7, 2004

Please complete the following information and return to The Ritz-Carlton, Amelia Island, via fax at (904) 261-9063 or mail to The Ritz-Carlton, 4750 Amelia Island Parkway, Amelia Island, FL 32034. You may also call (904) 277-1100 and ask for Reservations or call toll free 800-241-3333.

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone #: _____ Fax #: _____ Number of Guests: _____

Arrival (Day and Time): _____ Departure (Day and Time): _____
(Check-in time after 3:00PM) (Check-out time prior to 12:00PM)

Due to high demand, reservations are encouraged to be made at your earliest convenience.

Room Reservation Deadline is March 1, 2004

Please indicate preference (X)

King Bed (\$239.00)	<input type="checkbox"/>	Two (2) Double Beds (\$239.00)	<input type="checkbox"/>
Smoking	<input type="checkbox"/>	Non-Smoking	<input type="checkbox"/>

Rollaway beds are available for \$25.00 per night

Special Request: _____

(Room type based on availability)

Method of Payment: American Express _____ Master Card _____ VISA _____

Payment to be sent to Hotel _____ Enclosed _____ (Indicate amount)

Account Number: _____ Expiration Date: _____

Name as it appears on the card: _____

Signature of Card Holder: _____

Deposit and Cancellation Policy: A Deposit equal to two (2) nights room and tax is required in order to confirm your reservation. This deposit is due at the time your reservation is made. Should The Ritz-Carlton, Amelia Island not receive this deposit, the reservation is cancelled. Your deposit is refundable if reservations are cancelled more than five (5) days prior to arrival. *All deposit money is non-refundable if a cancellation is made within five (5) days of arrival, or if you check-out earlier than your scheduled departure date.*

Reservation Cut-Off: Rooms will be held for the attendees of American Association of Insurance Services at this special rate for the dates of April 3, 2004, until April 7, 2004. Reservations will be received until March 1, 2004, or until the reserved block fills. At that time, reservations will be accepted on a space-available basis at the prevailing rate.