



THE RITZ-CARLTON®
SARASOTA

HOTEL ACCOMMODATIONS RESERVATION FORM

Group Name: AMERICAN ASSOCIATION OF INSURANCE SERVICES

Event Name: Annual Conference April 8-13, 2006 **Deadline:** March 6, 2006

Three ways to reserve your room:

PHONE: 800-241-3333 (refer to AAIS)

FAX THIS FORM: 941-309-2100

MAIL THIS FORM:

The Ritz Carlton Hotel, Sarasota

1111 Ritz-Carlton Drive

Sarasota FL, 34236

Please complete the following information and return to the Ritz-Carlton via fax **941/309-2100** or call **800/241-3333** and refer to AAIS. The Hotel must receive all reservations no later than **March 6, 2006**. Please make reservations as early as possible.

There are a limited number of rooms for the night of Saturday, 4/8/06 at the group rate of \$240.

The rate for dates 4/9/06 - 4/13/06 is \$215.

Any reservation received after the cut-off date will be accepted on a space and/or rate available basis only. Should the guest room block be filled prior to the cut-off date, any additional room requests will be negotiated on a space and/or rate available basis. Extensions prior to or past the event's dates are subject to room and rate availability.

Hotel check in time is 3:00 p.m. and check out time is 12:00 p.m. Hotel will not guarantee early check in or late check out to the guest until day of check in/check out.

Please **Type** directly in PDF form or **Print** Clearly. Reserve accommodations for the following guests:

NAME:		COMPANY:	
ADDRESS:			
CITY:	STATE:	ZIP CODE:	
TEL #:	FAX #:	E-MAIL:	
ARRIVAL DATE:	AT	(AM/PM)	NUMBER OF ADULTS:
DEPARTURE DATE:	AT	(AM/PM)	
SIGNATURE:			DATE:

There will be an additional charge of \$25.00 per day for each additional person over age 18 and/or over two people in a guestroom. The maximum number of people per guestroom is four (4). A maximum of two (2) children under the age of eighteen (18) per room are complimentary. All rates are based upon the European Plan (excluding meals) and are subject to all applicable taxes at the time of your Event. The current taxes are as follows: STATE/COUNTY 7%, OCCUPANCY 3% and are subject to change.

All Reservations must be guaranteed with a major credit card or a first night's room deposit. Cancellation policy is 48 hours prior to arrival date. No-shows will be charged the full room revenue for the dates of the reservation.

METHOD OF PAYMENT: American Express MasterCard VISA Diners Club Carte Blanche
 Check Enclosed (*made payable to: The Ritz~Carlton, Sarasota*)

ACCOUNT NUMBER: _____ EXP DATE: _____

NAME AS IT APPEARS ON THE CARD: _____

SIGNATURE OF CARD HOLDER: _____

ROOM REQUESTS: King Bed Double Beds Non-Smoking Smoking

SPECIAL REQUESTS: _____