

## GUEST RESERVATION REQUEST

<b>TO:</b>	Reservations Department	<b>FROM:</b>	
<b>FAX:</b>	303-442-3821	<b>PAGES</b>	
<b>PHONE:</b>	800-545-6285	<b>DATE:</b>	
<b>RE:</b>	RESERVATION REQUEST	<b>CC:</b>	

<b>GROUP NAME:</b>	Wireless Power Transfer Conference		
<b>GUEST NAME:</b>			
<b>ADDRESS:</b>			
<b>PHONE NUMBER:</b>			
<b>ARRIVAL DATE:</b>			
<b>DEPARTURE DATE:</b>			
<b>ROOM TYPE PREFERENCE:</b>			
<b>CREDIT CARD NUMBER:</b>	** MUST CALL HOTEL DIRECTLY AT 303 443 3850 - DO NOT PROVIDE ON THIS FORM **		
<b>EXPIRATION DATE:</b>		<b>CREDIT CARD TYPE:</b>	

All reservations must be guaranteed for arrival with a valid credit card or one night's room and tax deposit received no later than five (5) business days after reservation is made. The cancellation policy for this group is 24-hours prior to the day of arrival. To avoid cancellation fee equal to one night's room and tax, you must cancel your reservation by 4:00PM MST on the day prior of arrival.

Room type preferences may be requested but are **not** guaranteed. We will do our best to honor guest requests, but they are based upon availability at time of check-in.

The current occupancy tax rate is 12.30%, and this rate is subject to change.

Check in time is 3:00pm and check out time is 12:00pm. Guests must present a valid photo ID at check in. We accept cash, check and major credit cards.

For Reservations Department Use Only:

Confirmation Number: \_\_\_\_\_ Agent: \_\_\_\_\_ Date: \_\_\_\_\_