



# World Fantasy Convention / LASTFA

## October 31, 2007 - November 4, 2007

**RESERVATION INFORMATION** (Please type or print legibly)

Accommodations will be occupied by:

Name(s): Mr./Ms./Dr. \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Ext \_\_\_\_\_

Fax (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email \_\_\_\_\_

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

# of Nights \_\_\_\_\_

# of Adults \_\_\_\_\_

**LIST ROOMMATES**

1. \_\_\_\_\_

2. \_\_\_\_\_

**CUTOFF DATE:** September 30, 2007

Please reserve your room before the cutoff date indicated above in order to secure the group rate, **by mailing or faxing** this completed form to the address listed at the bottom of this page.

**Check-in time begins: 3:00pm Check-out time: 11:00am**

**ROOM RATES ARE PER ROOM PER DAY:**

| # Rooms | Room Type  | Single/ Double Rate |
|---------|------------|---------------------|
| _____   | Hotel Room | \$ 139.00           |

\* This rate is available from October 29<sup>th</sup> to November 7, 2007.

The charge for each additional person is \$15.00 per person per night. Children under eighteen (18) years of age may stay free in their parent's room using existing bedding. Additional bedding is \$15.00 per night per bed. (Limitations apply)

Room rates are subject to combined taxes of 13% unless tax-exempt status has been approved – see tax-exempt information. Such tax is subject to change without notice.

**OTHER REQUESTS:**

The following are requests only and are on a first come first served basis.

\_\_\_ King      \_\_\_ 2 Double Beds      \_\_\_ Handicap

\_\_\_ Smoking      \_\_\_ Non Smoking      \_\_\_ Accessible

**ADDITIONAL INFORMATION:**

For directions please visit the Hotel's website at

[www.thesaratogahotel.com](http://www.thesaratogahotel.com)

Reservations for this event are NOT able to be booked over the telephone or via the internet.

**RESERVATION GUARANTEE / DEPOSIT POLICY:**

All reservations must be guaranteed using a credit card or advance deposit.

Guests will be penalized for early departure. All reservations must be guaranteed for the entire stay. Unless the reservation is changed prior to check-in, guests having an early departure will be charged the full room rate for their entire scheduled stay.

Please send a check or money order in the amount of one night's stay; or indicate the appropriate credit card information below. *American Express, Visa, Master Card, Diner's Club or Carte Blanche* are all acceptable.

**Credit Card Company** \_\_\_\_\_ **Exp. Date** \_\_\_\_\_

**Account Number** \_\_\_\_\_

**Name of Card Holder** \_\_\_\_\_

**Signature** \_\_\_\_\_

**CANCELLATION POLICY:**

Cancellation less than forty-eight (48) hours prior to the scheduled arrival date will result in forfeiture of your deposit or if a credit card was used, a charge equal to one night's stay will be applied to the above credit card.

**TAX EXEMPT INFORMATION:**

**If your exempt organization is paying for your stay the following information applies:**

A completed ST 119.1 form as well as a **copy of your form of payment** (Company Check or Company Credit Card) must be received with this form.

**If paying by personal check, credit card or cash, the following information applies:**

**NYS Employees or Employees of its political subdivisions:**

A completed AC-946 form must be received with this form. Proper identification will need to be shown at check-in.

**US Government Employees:**

A completed ST-129 form must be received with this form. Proper identification will need to be shown at check-in.

**Group Code: 600D0**      **Return this form to:**

The Saratoga Hotel & Conference Center Reservations Department, 534 Broadway, Saratoga Springs, NY 12866  
 Reservations Fax Number: 518-584-7430, or email completed form to [SaratogaRoomsControl@luxuryresorts.com](mailto:SaratogaRoomsControl@luxuryresorts.com)  
 Questions only- 518-584-4000 or 1-888-999-4711