

### INSTRUCTIONS

**To Block Sleeping Rooms:** The Housing Connection will hold room blocks with a deposit. Personnel names with final arrival/departure dates are due in writing no later than **June 11, 2010**. This is a strict deadline, and room blocks will be released if names are not supplied by this date. **Require 5 or fewer sleeping rooms?** You may prefer to make individual housing reservations on-line at [www.aapm.org/meetings/2010AM/housing.asp](http://www.aapm.org/meetings/2010AM/housing.asp).

**FAX:** Only fully completed forms will be accepted at The Housing Connection at 1-801-355-0250. Please make copies of form as needed.

**MAIL:** Only fully completed forms will be accepted at The Housing Connection, 175 South West Temple, Suite 140, Salt Lake City, UT 84101.

**PHONE:** Call The Housing Connection toll-free at **888-505-4486**  
Hours: 7:00am-6:00pm MST, Mon-Fri.

### ACKNOWLEDGMENTS

The Housing Connection will send you an acknowledgment of your reservation. Please review all information for accuracy. If you do not receive your acknowledgment within 3 to 5 days or have questions regarding your reservation, please contact The Housing Connection by phone at 888-505-4486 or email at [thc@housingregistration.com](mailto:thc@housingregistration.com). You will not receive a confirmation from the hotel.

### ROOM RATES/TAXES

To take advantage of the special AAPM meeting rates, please submit your request for an exhibitor room block as soon as possible. Follow up with your personnel list by **June 11, 2010**. After this date, the room blocks will be released.

All rates are per room and are subject to **15% tax** (subject to change).

Special requests cannot be guaranteed, however hotels will do their best to honor all requests. Hotels will assign specific room types upon check-in, based on availability.

### DEPOSITS

A first night's room and tax deposit or major credit card number is required to secure each room. **After June 23, 2010** reservations canceled will be subject to a \$25.00 processing fee. Cancellations within 72 hours prior to the day of arrival will forfeit their entire deposit. (Credit Cards will only be charged if cancelled within the penalty period). Early departures are subject to penalty fees set by the hotel. A charge of first night's room and tax will be applied and/or forfeited if you do not cancel or do not arrive (no-show).

**FAX: 801-355-0250**

**Do not mail after faxing.**

# 52nd Annual Meeting

## July 18-22, 2010

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### Pennsylvania Convention Center

### Philadelphia, Pennsylvania



## Exhibitor Room Block Form

### CONTACT INFORMATION

First Name \_\_\_\_\_ M.I. \_\_\_\_ Last Name \_\_\_\_\_

E-mail Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Fax \_\_\_\_\_

Exhibiting Company \_\_\_\_\_

Address \_\_\_\_\_

City/State/Province \_\_\_\_\_

Zip/Postal Code, Country \_\_\_\_\_

### ROOM BLOCK RESERVATION

Date	# Rooms	Single/Double
July 14, 2010		
July 15, 2010		
July 16, 2010		
July 17, 2010		
July 18, 2010		
July 19, 2010		
July 20, 2010		
July 21, 2010		
July 22, 2010		

Please complete the number of rooms on a nightly basis. Room block requests are processed on a first come, first-served basis.

A first night's room and tax deposit or major credit card number is required to secure each room.

**Special Needs:**



### Rank preference

_____ Philadelphia Marriott (HQ)	\$201 Single / \$211 Double
_____ Ritz Carlton	\$185 Single / Double
_____ Courtyard	\$181 Single / \$191 Double
_____ Loews	\$179 Single / Double
_____ DoubleTree	\$179 Single / Double
_____ Four Points by Sheraton	\$169 Single / Double
_____ Hilton Garden Inn	\$159 Single / Double

*To request a suite, please contact [mike@housingregistration.com](mailto:mike@housingregistration.com) or call 801-505-4112.*

### SUBMIT PERSONNEL LIST NO LATER THAN JUNE 11

Final personnel list, to include the same information as above, per individual, is due **by June 11**.

### DEPOSIT INFORMATION

All reservations requests must be guaranteed. Credit cards will not be charged prior to the arrival date. Room Block Forms received without a valid credit card will not be processed. Please be advised that the credit card must be valid through the dates of the convention or your reservation will not be processed. **Checks** in the amount of first night's deposit/tax, and made out to **The Housing Connection** are only accepted with a mailed Room Block Form.

Enclosed is a check

American Express

Discover

Visa

MasterCard

Diner's Club

Card Number \_\_\_\_\_

Exp. Date \_\_\_\_\_

Name on Credit Card \_\_\_\_\_

Cardholder's Signature\* \_\_\_\_\_

*\* Necessary to process reservation*

### CHANGES/CANCELLATIONS

Reservations may be changed or canceled through The Housing Connection until **July 8, 2010**. Cancellations received on or after, **June 23, 2010** will be assessed a \$25.00 processing fee. Do not contact the hotels directly until after **July 8, 2010**.