



[NCSM Sub Block of NCTM Rooms]

39th Annual NCSM Conference Hotel Reservation Form

March 19-21, 2007 • Atlanta, Georgia

For NCSM conference registrants ONLY! (You must also register for the NCSM conference.)

Reserve your NCSM hotel room through Wyndham Jade Housing Bureau (WJ). Rooms are filled on a first-come first-served basis. Deadline for the NCSM block of rooms: Friday January 19, 2007. After this date, rooms remaining in the NCSM block will be released to NCTM. For reservation questions, phone WJ: (North America) 888-241-8406; (Outside North America) 972-349-7476.

TO MAKE YOUR RESERVATIONS:

• Mail: NCTM Housing • PO Box 678192 • Dallas TX 75267-8192 • Fax: 972-349-7715 • Online: http://www.wynjade.com/nctm07/ncsm

HOTELS AND ROOM RATES: (tax is not included in room rate. Current tax rate is 15%)

Omni Hotel

at CNN Center

100 CNN Center • Atlanta GA 30303

Phone: 404-659-0000 • Fax: 404-525-5050

S/D (\$190) • T (\$215) • Q (\$240)

Marriott Marquis

265 Peachtree Center Ave • Atlanta GA 30303

Phone: 404-521-0000 • Fax: 404-586-6299

S (\$184) • D (\$204) • T (\$224) • Q (\$244)

Embassy Suites Hotel Atlanta

at Centennial Olympic Park

267 Marietta St • Atlanta GA 30313

Phone: 404-223-2300 • Fax: 404-223-0925

S/D (\$179) • T (\$199) • Q (\$219)

ROOM INFORMATION:

This reservation form is for one room only. If you need additional rooms, please submit a separate form.

- > Check one: [] Omni Hotel at CNN Center [] Marriott Marquis [] Embassy Suites Hotel Atlanta - at Centennial Olympic Park
> Check one: [] Single (1 person/1bed) [] Double (2 people/1bed) [] Double/Double (2 people/2 beds)
[] Triple (3 people/2 beds) [] Quad (4 people/2 beds)

Table with 3 columns: List the names of all people who will occupy this room (please print), Arrival Date (as early as Saturday, March 17), Departure Date (as late as Sunday, March 25). Rows 1-4.

(Please call WJ for information on suites and blocks of sleeping rooms: (North America) 888-241-8406; (Outside North America) 972-349-7476

- > [] Smoking [] Nonsmoking Because there are a large number of nonsmokers in this group, it is not possible to guarantee that each hotel will be able to accommodate every request for nonsmoking rooms.
> [] I am in need of an ADA accessible room. I may need special assistance from the hotel in the event of an emergency

Comments:

Once the NCSM block is filled, WJ will make a reservation for you at an alternate hotel, based on availability.

- > Please indicate if you are more concerned with: [] room rate or [] proximity to conference venues (check one).
> Check here if you DO NOT want WJ to book you at a different hotel []

PAYMENT INFORMATION:

All hotels must have a deposit guarantee in the amount of the first night's room and tax. No reservations will be taken without a guarantee. You must guarantee your room with a major credit card or a check make payable to NCTM Annual 2007 and will be charged at the time you book your reservation. Purchase orders will not be accepted. If you do not check in on your scheduled arrival date, your credit card will be charged, any deposit will be forfeited, and your reservation canceled. Please check your confirmation for your hotel's cancellation policy. Should you need to adjust your reservation, please contact the NCTM housing reservation center up until 72 hours prior to your scheduled arrival date. If you have a last minute change after this date, you will need to call the hotel directly.

- > [] Check enclosed for \$ _____ as a deposit for the first night's lodging (in including tax).

Make all checks payable to NCTM Annual 2007. Check or money order must be in U.S. dollars drawn from a U.S. bank.

CREDIT CARD INFORMATION:

- > Credit Card Type (no Diner's Club, no Discover) _____ Today's Date _____
> Credit Card Number _____ Expiration Date _____
> Cardholder Name _____ Card Holder Signature _____

MAIL MY WJ ACKNOWLEDGEMENT AND HOTEL CONFIRMATION TO (PLEASE PRINT):

- > Name _____ Affiliation _____
> Address _____
> City _____ State/Province _____ Zip + 4/Postal Code _____
> Country _____
> Phone (_____) _____ Fax (_____) _____
> E-mail _____

Deadline: Friday January 19, 2007