

Hotel Reservation Form

Information only: 1-800-626-1814

Hotel reservations must be made on this form or a copy. **Telephone reservations are not accepted.** Reservations are assigned by the hotel. **Adair County through Johnson County** will be assigned to the Galt House Suite Tower (East) this year, with a limit of six rooms per district on that side of the hotel. All other school districts and others will be assigned to the Rivue Tower (West) this year. The deadline for hotel reservations is **Feb. 9.**

Please coordinate hotel reservations through the district superintendent. Superintendents who plan to check in or check out for their group should advise the hotel at the time reservations are made. **If direct billing is desired, please provide purchase orders with the hotel registration form.**

Please print all information

Arrival Date _____ Departure Date _____

To guarantee your reservation, please enclose a check or money order for one night's deposit (including 16.07 percent tax) or major credit card information.

Rates for the Suite Tower (East) are \$157 for single, \$162 for double, \$167 for triple and \$172 for quad; Rivue Tower (West) rates are \$142 for single, \$147 for double, \$152 for triple and \$157 for quad. A 16.07 percent room tax will be added to all reservations. The cut-off date for reserving rooms at this rate is **Feb. 9.**

A guaranteed reservation means the reservation will be held only for the first night of arrival.

Card # _____ Exp. date: _____
or first night's deposit

There is a 48-hour cancellation policy for all lodging rooms

PLEASE RESERVE:

___ single room (1 bed) () number of people
___ double room (2 beds) () number of people
___ handicapped room () number of people

Name _____

Address _____

City _____ State _____ Zip _____

School District/Firm _____ Phone _____

Email _____

Maximum 4 people per room;
rollaways not available

NO PETS PLEASE

CHECK-IN TIME: 3 P.M. EST

CHECK-OUT TIME: 11 A.M. EST

KENTUCKY SCHOOL BOARDS ASSOCIATION
ANNUAL CONFERENCE

March 2-4, 2018

SEND TO:

GALT HOUSE HOTEL

140 North Fourth Ave.

Louisville, KY 40202

FAX: (502) 585-9029

EMAIL: reservationforms@galhotel.com