



121st VFW National Convention 2020
July 18-23, 2020 · Reno, NV

Official Hotel Reservation Form

INSTRUCTIONS

Reservations can be made in one of the following ways:

INTERNET: Visit the VFW web site at www.vfw.org/convention

TELEPHONE:

Toll-free US: 833.277.7335
International: 801.715.4419
7:00 am to 6:00 pm MT, Mon-Fri

FAX: 801.355.0250

MAIL:

Orchid.Events
175 S. West Temple, Suite 30
Salt Lake City, UT 84101

EMAIL: help@orchid.events

DEADLINE

Reservations must be made by phone, fax, mail or internet by **May 15, 2020**. Reservations received after this date will be subject to space and rate availability.

CONFIRMATIONS

Orchid Events will send you an e-mail confirmation of your reservation. Please review all information for accuracy. If you do not receive a confirmation or have questions, please call Orchid Events at the above listed phone number.

TAX RATE & REQUESTS

All rates are per room and are subject to a room tax up to 13% and a daily \$2 tourism surcharge fee (subject to change). Special requests cannot be guaranteed; hotels will do their best to honor requests. Hotels will assign specific rooms upon check-in, based on availability.

**** Please note resort fees may apply.**

ROOM DEPOSIT REQUIRED:

Reservations will not be accepted without a room deposit of one night's room and tax for each room reserved. Room deposits will be accepted in the form of a valid credit card (preferred) with signature authorizing the credit card guarantee to be charged for the deposit. If the charge to the credit card is denied, we reserve the right to release your reservation. Room Deposits will be accepted by check made payable to "Orchid Events" in the amount of one night's room and tax until June 1, 2020.

CANCELLATION POLICY

Cancellations after **May 15, 2020** will be subject to a \$50 processing fee. One night's room & tax will be forfeited entirely if cancellation occurs within 72 hours prior to the attendee arrival date and will be charged by your hotel.

GUEST INFORMATION (PLEASE PRINT)

FOR BEST AVAILABILITY AND IMMEDIATE CONFIRMATION, MAKE YOUR RESERVATION ONLINE AT www.vfw.org/convention OR BY PHONE AT 833.277.7335 (toll-free) OR 801.715.4419 (international).

Arrival Date: _____ **Departure Date:** _____

First Name: _____ Last Name: _____

Email Address: _____

Daytime Phone: _____ Fax: _____

Company: _____

Address: _____

Address 2: _____

City: _____ State/Province: _____

Zip Code: _____ Country: _____

In accordance with GDPR (General Data Protection Regulation) or similar statutes, by checking this box you are consenting to our use of the information you are providing us solely for the purpose of making a hotel room reservation.

HOTEL SELECTION

Each state/department has been assigned a hotel with an allocation of rooms. In the event the allotment has been filled, a room will be reserved at another VFW hotel based on your preference of rates or proximity and availability.

If hotel assignment is sold out, which is more important? (*check one*) Room Rate Location

State you reside in: _____

Room Type Requested: One Bed Two Beds

Submit only one room request per form, please make copies if additional forms are needed.

List all room occupants:

1. _____ 2. _____

3. _____ 4. _____

Check here if you have special needs and specify below.

Non-Smoking Smoking

Special Requests: _____

DEPOSIT INFORMATION

All reservations requests must be accompanied with a one night's room and tax room deposit in the form of a credit card guarantee or check. Housing Forms received without a valid guarantee/deposit will not be processed. Check deposits must be mailed with a completed housing form.

Call me for a valid credit card guarantee. Your hotel reserves the right to charge this card a deposit of one night's room and tax to my credit card on and/or after June 15, 2020 and authorize the participating hotel keep the one nights room & tax charge if I fail to cancel my reservation 72 hours prior to my arrival date. This credit card must be valid through July 2020.

Check deposit of one night's room and tax enclosed and made payable to Orchid Events. Mail check with completed housing form to: Orchid Events, 175 S. West Temple, Suite 30, Salt Lake City, UT 84101. Must be received no later than June 1, 2020.