



RESERVATION FORM

Chesapeake District Ruritans  
November 10-12, 2017

**Sleeping Room Rates:**

**\$98** Single                      **\$98** Double                      **\$108** Triple                      **\$118** Quad                      plus 11% tax and a \$2.00 occupancy tax

King Bed Non-Smoking     Two Double Beds Non-Smoking     No Preference

Room types are not guaranteed, but every attempt will be made to accommodate your request.  
Children sharing room with parents: 0 to 18 years – Complimentary

**DATE OF ARRIVAL:** \_\_\_\_\_ **DATE OF DEPARTURE:** \_\_\_\_\_

NAME \_\_\_\_\_

ROOM MATE \_\_\_\_\_ No. of Adults \_\_\_\_\_ No. of Children \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DAYTIME PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

**Hotel Room Accommodations:**

Conference participants are responsible for their own hotel accommodations. Reservations will be accepted on a first-come-first-served-basis only on this Accommodation Application form, which should be mailed directly to Group Reservations. All room rates are flat fees except where noted. There is no charge for children through age 18, when they occupy the same room as their parents. Please note these rates are based on the reservation deadline of **October 20, 2016**. After the deadline date, all subsequent reservations will be subject to availability.

All reservations must be guaranteed by a first night's deposit. **DO NOT SEND CASH.** Advance deposit to be mailed to hotel with reservation form.

AMEX \_\_\_\_\_ DISC \_\_\_\_\_ VISA \_\_\_\_\_ MC \_\_\_\_\_ DC \_\_\_\_\_

Card Number: \_\_\_\_\_ Exp. Date \_\_\_\_\_

I authorize the Fort Magruder Hotel and Conference Center to charge my account for one night's deposit and all applicable taxes. Check-out time is 11:00 AM. Rooms may not be available for check-in until 4:00 PM.

Reservations request made by: \_\_\_\_\_ Date: \_\_\_\_\_

To cancel your reservation, call 757-220-2250. Deposits are refundable, provided notice of cancellation is received by the Fort Magruder Hotel and Conference Center at least 48 hours prior to scheduled arrival.

*Check-in time is 4:00 PM. Check out time is before 11:00 AM.*

**MAIL RESERVATION REQUEST TO:**

**Group Reservations Manager  
Fort Magruder Hotel and Conference Center  
6945 Pocahontas Trail  
Williamsburg, VA 23185**

Reservations may be made by mail or facsimile at 757-220-9059 Pets are allowed please call reservations for applicable fees.

Please Duplicate as Necessary