



American Legion Conference

HOTEL RESERVATION FORM
La Crosse, WI, July 17-19, 2008

CUT OFF DATE IS 6/16/2008

This form is used to request room reservations for your upcoming event. The Housing Bureau holds large blocks of rooms at various hotels in the La Crosse Area. The Bureau works with your meeting planner to ensure enough rooms are held at the best possible rate when the event is planned. When we receive your form, we process your request and send to the appropriate hotel. You will receive a confirmation directly from the hotel after all requests are received. It is not always possible to place you in your first choice hotel, **ALL ROOM REQUESTS ARE PROCESSED ON A FIRST-RECEIVED BASIS**, if you have special needs please submit this form promptly. ***You may only request rooms from one hotel per Housing Bureau form. * ALL ROOMS MUST BE GUARANTEED** with a credit card or one night deposit. Any changes or cancellations prior to cut-off date (generally one-month prior to the event, see cut-off date top right) **must be submitted to us in writing**. Cancellations and/or changes after this date must be made directly with the hotel. **If you do not cancel your reservation by 4:00 pm on the date of your arrival your deposit will be forfeited or credit card will be charged accordingly.** If you must cancel after the cut-off date and need assistance please call the La Crosse Area Convention and Visitors Bureau at **1-608-782-2281**. *** DO NOT SEND CASH OR CHECKS TO US** for room reservations.

Headquarters Hotel Choice (Would you like to stay at the Headquarters Hotel? Here is your chance!)

Choice of Hotel	Hotel Name	1 Bed 1 Person	1 Bed 2 People	2 Beds 2 People	2 Beds 3 People	2 Beds 4 People
	Radisson Hotel of La Crosse 200 Harborview Plaza; La Crosse, WI 54601	\$125.00	\$125.00	\$135.00	\$145.00	\$155.00
Number of Rooms						

Other Area Hotel Choices (Please rank the hotels to your choice preference)

Choice of Hotel (1-9)	Hotel Name	1 Bed 1 Person	1 Bed 2 People	2 Beds 2 People	2 Beds 3 People	2 Beds 4 People
	Americas Best Value Inn 2622 Rose Street; La Crosse, WI 54601	\$58.00	\$58.00	\$68.00	\$68.00	\$68.00
	Best Western Midway Riverfront Hotel 1835 Rose Street; La Crosse, WI 54603	\$99.00	\$99.00	\$99.00	\$99.00	\$99.00
	Brookstone Inn 1830 Rose Street; La Crosse, WI 54603	\$69.00	\$75.00	\$84.00	\$89.00	\$89.00
	Courtyard by Marriott 500 Front Street; La Crosse, WI 54601	N/A	N/A	\$104.00	\$104.00	\$104.00
	Days Inn Hotel & Conference Center 101 Sky Harbor Drive; La Crosse, WI 54603	\$79.00	\$79.00	\$79.00	\$79.00	\$79.00
	Econo Lodge 1906 Rose Street; La Crosse, WI 54603	N/A	N/A	\$84.99	\$91.99	\$98.99
	GrandStay Residential Suites 525 Front Street North; La Crosse, WI 54601	\$92.00	\$92.00	\$102.00	\$112.00	\$122.00
	Settle Inn of La Crosse 2110 Rose Street; La Crosse, WI 54603	\$84.00	\$84.00	\$89.00	\$89.00	\$89.00
	Super 8 Motel of La Crosse 1625 Rose Street; La Crosse, WI 54603	\$87.00	\$87.00	\$99.00	\$99.00	\$99.00
Number of Rooms						

Rates do NOT include applicable taxes. **All lodging rates listed above are on a per room per night basis.**

Welcome to the American Legion Housing Bureau. To apply for lodging accommodations you must submit a housing form to the American Legion Housing Bureau.

Room	Occupant Name(s) in Each Room Please list for each room the names of all occupants for that particular room within the textbox.	Arrival/Departure Dates (must be filled in)	Smoking	Handicapped accessible
#1	IF A ROOM WITH TWO BEDS IS NOT AVAILABLE WILL YOU ACCEPT A ROOM WITH ONE BED? Yes No	Arrival Date	Y N	Y N
		Departure Date		

Fill in information for as many room assignments as you need below. Please attach a second sheet for additional rooms.

Contact Information

First Name* _____

Last Name* _____

Organization/ Group _____

Address* _____

City* _____

State/Province* _____

Zip Code* _____

Phone* (____)____-_____

Cell (____)____-_____

Email _____

Credit Card #* _____

Card Type* _____

Expiration Date* _____

Name on Card* _____

The above credit card is only used to secure your room reservation. No charges will be applied until check-in. Please review cancellation policies upon receipt of assigned hotel confirmation

ASSISTANCE

For registration assistance please contact the Director of Convention Services (800) 658-9424 ex. 5.

If you would like to mail your form:

American Legion Conference Housing Bureau
410 Veterans Memorial Drive
La Crosse, Wisconsin 54601

OR Fax to (608) 782-4082