

# HOTEL RESERVATION FORM

## 2009 IEEE INTERMAG

Monday, May 4 – Friday, May 8, 2009, Convention Center in Sacramento, CA  
Reservations Must Be Received No Later Than **5:00 p.m., APRIL 13, 2009**

Fill out this form completely. Make copies of this form if additional rooms are to be reserved. Use only one form per room. All reservations, changes, or cancellations must be submitted in writing.

Name	Title
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Mailing Address
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City	Zip Code
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Telephone	Fax
( )	( )

E-mail
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Arrival Date and Time
<input type="checkbox"/> AM <input type="checkbox"/> PM

Departure Date and Time
<input type="checkbox"/> AM <input type="checkbox"/> PM

### Room Preferences:

I will share a room with:

- \_\_\_\_\_
- Handicapped access
  - Single - King
  - Double - 2 Beds

*There are no guarantees on room type, although the hotel will do everything possible to accommodate your request. Room assignments are based on a first-come, first-served basis.*

<b>Mailing Address:</b> Hyatt Regency Sacramento 1209 L Street Sacramento, CA 95814  Questions? Call (916) 443-1234
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**Deposit Information:** The hotel requires a deposit in the amount of \$159.00 that it will be applied to the attendee's bill.

\_\_\_\_\_ Hyatt Regency Sacramento  
\$159.00 single/double (plus 12.00% hotel tax,  
\$1.65 per night CA Tourism assessment per  
night)

<b><i>Make checks payable to the: Hyatt Regency Sacramento</i></b>
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**Confirmation:** If you do not receive a confirmation via e-mail, fax or mail within 14 days after any transaction, please contact the Hyatt Regency Sacramento at (916) 443-1234.

**Cancellation:** To cancel your room, contact the Hyatt Regency Sacramento at (916) 443-1234 within 72 hours of the check-in date.