

Reservations must be made by phone, fax, mail or internet by March 9, 2012. Reservations received after this date will be subject to space and rate availability. Reservations can be made at www.nсна.org, or by contacting these hotels:

Westin Convention Center

1000 Penn Avenue
Pittsburgh, PA 15222
Phone: 412-281-3700
FAX: 412-227-4500

Omni William Penn

530 William Penn Place
Pittsburgh, PA 15219
Phone: 800-843-6664
FAX: 412-553-5159

Doubletree Pittsburgh

One Bigelow Square
Pittsburgh, PA 15219
Phone: 412-281-5800
FAX: 412-642-2231

Wyndham Grand Pittsburgh

600 Commonwealth Place
Pittsburgh, PA 15222
Phone: 800-996-3426
FAX: 412-594-5161

Arrival Date _____ Departure Date _____
 First Name _____ M.I. _____ Last Name _____
 E-mail Address _____
 Daytime Phone _____ Fax _____
 Company/Organization _____
 Address _____
 City/State/Province _____ Zip/Postal Code _____

HOTEL SELECTION Preference*

	Single	Double	Triple	Quad	Room Type Requested:
_____ Westin Convention Center Hotel (Headquarters)	\$160	\$160	\$180	\$180	<input type="checkbox"/> One Bed <input type="checkbox"/> Two Beds
_____ Omni William Penn	\$160	\$160	\$180	\$180	<input type="checkbox"/> Single <input type="checkbox"/> Double <input type="checkbox"/> Triple <input type="checkbox"/> Quad
_____ Doubletree Pittsburgh	\$160	\$160	\$180	\$180	Rates do not include 14% tax (subject to change).
_____ Wyndham Grand Pittsburgh	\$119	\$119	\$139	\$139	

*Please check the hotel at which you would like a reservation.



Check here if you have a disability requiring special services

Submit only one room request per form. Should additional forms be needed, please make copies.

List all room occupants: 1. _____ 2. _____
 3. _____ 4. _____

(Please indicate below if separate bills are needed at the time of check-out or if one person will pay for the entire room.)

Special requests (including accommodations or dietary): _____

TO SECURE YOUR RESERVATION

A valid credit card number with signature is needed to guarantee your reservation. If paying by check, one night's room rental plus tax for each room reserved is required as an advance deposit. Room deposits in the form of a check should be made payable to the hotel of your choice.

DEPOSIT INFORMATION

The first night's room rate is required as an advance deposit for all reservations. Your deposit can be made by credit card or check. **Debit cards are not recommended since the hotel immediately deducts the first night's deposit and will freeze up to \$50 per day, per room for incidentals upon check-in.** You will not have access to these frozen funds for up to two weeks after check-out. Housing forms received without a valid deposit will not be processed. Room deposits made by check must be mailed with a completed housing form. Room deposits made by credit card must be made with the credit card of the person making the reservation. If the charge to the credit card is denied, the hotel reserves the right to release your reservation.

American Express Master Card Visa Discover Credit Card No. _____

Exp. Date _____ Name on Credit Card (please print clearly) _____

Cardholder's Signature** _____

****I hereby authorize any one of the participating hotels to process a charge to my credit card if I fail to cancel my reservation within 72 hours of my arrival.**

One night's check deposit enclosed and made payable to the hotel of my choice. Mail check with housing form to the hotel of your choice at the address above.

CONFIRMATIONS

You will receive a confirmation of your reservation from the hotel. Please review all information for accuracy. E-mail confirmations will be sent if an e-mail address is provided (preferred), or they can be faxed or mailed. If you do not receive a confirmation or have questions, please call the hotel at the above listed phone number.

CANCELLATION POLICY

One night's room and tax will be forfeited entirely if cancellation occurs within 72 hours of arrival.

TAX RATE and REQUESTS

All rates are per room and are subject to 14% tax (subject to change). Special requests cannot be guaranteed; however, hotels will do their best to honor all requests. Hotels will assign specific rooms upon check-in, based on availability.