

Azusa Pacific University Housing Reservation

Fax: 626-812-3001 Scan & Email: conference@apu.edu Phone: 626-812-3035

Mail: APU – Conferences, 901 E. Alosta Avenue, Azusa, CA 91702

RELOAD Los Angeles 2013: May 17 – 18, 2013

Deadline: Reservations must be received in our office by **May 1st**

Guest Name: (First and Last) _____

Rooming Type: Male Female Married Couple

Preferred Roommate: _____
Your roommate must also submit a reservation and request you.

Check-in Date: _____ Check-out Date: _____

*If making reservation for more than one person, attach copies of this form with the "Guest Name" for each individual. You can fill out "Fees & Payment" once for the whole group on the top sheet. Group payments MUST submit forms together.

**If you select double occupancy but do not select a roommate, or if your roommate does not also make a reservation, we may pair you up with another attendee.

All beds include linens.

Fees & Payment	# of People*	# of Nights	Cost <small>Per Person Per Night</small>	Total
Double Occupancy**			\$28	
Single Occupancy			\$35	
			TOTAL	

Name of Payee (name on the check or credit card)

Billing Address: (Street address, City, State, Zip Code)

Phone Number:	Email
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<input type="checkbox"/> Credit Card #	Exp Date:	Circle: Visa MC Discover
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<input type="checkbox"/> Check #	NOTE: Make check payable to Azusa Pacific University
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NOTE: Your credit card will be charged upon reservation.

Cancellation Policy: You may cancel your reservation for a full refund up to 72 hours before check-in. Email to conferences@apu.edu or call 626-812-3035 to cancel. There are no refunds after that time.

Office Use Only: Paid _____ Date _____ Received By _____ Room Assignment: _____