

Technical Exhibitor Housing Reservation

Use this form to make Housing Reservations. **Submit by Thursday, April 1, 2004 to be eligible for 10% discount on total booth rental fee to be issued post-meeting.**

Sheraton Seattle Hotel & Towers

The freshly renovated AAA Four-Diamond Sheraton Seattle Hotel & Towers is located 2 blocks from the Washington State Convention & Trade Center, in the heart of Seattle's vibrant downtown core. Showcasing original signed and numbered artwork by internationally acclaimed artist, Dale Chihuly, the hotel features great restaurants, lounges, a rooftop health club and state-of-the-art recreational facilities. The world-class facilities, distinguished service and dedication to their guests is the hallmark of the Sheraton Seattle Hotel & Towers.

Housing Reservation Deadlines

Thursday, April 1, 2004 – All exhibiting company housing block requests (no name required) must be submitted by 5:00 pm CST to be eligible for 10% discount on booth fee.

Friday, April 16, 2004 – Deadline for receipt of confirmed Housing Reservations (name required) All rooms reserved in hotel block must be assigned a complete name, address, and arrival/departure date by 5:00pm CST. Rooms not assigned to an individual will be released to the general meeting room block.

Friday, April 30, 2004 – Deadline for reducing the number of room nights reserved or canceling a reservation to receive a complete refund of advance payment for nights not used; changes must be made in writing by 5:00 pm CST. Changes received after this date will receive a 50% refund of advance payment deposit for nights not used.

Friday, April 30, 2004 – Deadline to submit housing reservation and name change requests to insure correct submission to the hotels. Name changes not received in writing at ASNR by Friday, April 30, 2004, will need to be made directly with the hotel after Friday, May 21, 2004.

Friday, May 21, 2004 – Deadline for reducing the number of room nights reserved or canceling a reservation to receive a 50% refund of the advance payment for nights not used; changes must be made in writing by 5:00 pm CST. Reductions or cancellations received after 5:00 pm, CST will result in a complete forfeiture of the advance payment.

An advance payment of \$235.00 USD per night per room is required for each hotel reservation and must accompany this form. Hotel reservation requests will not be processed until the advance payment is received. Hotel room rates are subject to applicable sales and lodging tax.

Company Contacts *(Please type or print clearly using a ball point pen)*

Company Contact Information: Hotel confirmations will be sent to the pre-meeting company contact listed on this form unless otherwise specified.

Pre-Meeting Contact Name _____

Title _____

Company _____

Address _____

City _____ State/Province _____ Zip/Postal Code _____

Country _____ E-mail *(Required)* _____

Telephone (_____) _____ Fax (_____) _____

On-Site Contact Name _____

Title _____ Email _____

Telephone (_____) _____ Fax (_____) _____

Cancellation Policy

To cancel or change a housing reservation prior to Friday, April 30, 2004, please notify ASNR. For cancellations or changes after Friday, May 21, 2004, please notify the hotel directly and obtain a cancellation number. See page 9 of the Technical Exhibitor Prospectus for complete cancellation and refund policies.



OPTION 1 — Housing Room Block Request (*No names required until Friday, April 16, 2004*)

Reserve a block of rooms in company name until Thursday, April 1, 2004.

Number of Rooms Requested Number of Nights Single (SGL) or Double (DBL) Room Smoking (S) or Non-Smoking (NS)

NOTE: All exhibiting company rooms reserved in hotel block must be assigned to an individual with a complete name, address, and arrival/departure dates by 5:00 pm CST on Friday, April 16, 2004. Rooms not assigned to an individual will be released to the general meeting room hotel block.

OPTION 2 – Individual Housing Reservation Request (*Names Required*)

Use Option 2 to make individual housing reservations and/or to convert rooms in company hotel block to confirmed individual reservations. This form must be submitted to ASNR no later than 5:00 pm CST on Friday, April 16, 2004.

This form may be photocopied for additional names.

Hotel Room Rates: The Sheraton Seattle Hotel & Towers offers the following special conference rates for the ASNR 42nd Annual Meeting.

Single (SGL)/Double (DBL) Room: \$204.00*

* Rate does not include hotel tax (currently 15.6% and subject to change)

Representative Name	Room Code (SGL or DBL)	Arrival Date	Departure Date	Smoking (S) or Non-Smoking (NS)	Form of Payment Check/Credit Card
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____	_____
6. _____	_____	_____	_____	_____	_____
7. _____	_____	_____	_____	_____	_____
8. _____	_____	_____	_____	_____	_____
9. _____	_____	_____	_____	_____	_____
10. _____	_____	_____	_____	_____	_____



Check here if a representative(s) requires special accommodations to fully participate in the meeting and an ASNR representative will contact you.

Payment Information

CHECK: Check # _____ Amount _____ *Please make checks payable to ASNR (U.S. funds only).*

CREDIT CARD: VISA Mastercard American Express

Card Number _____ Expiration Date _____

Name on Card (Please Print) _____ Signature _____

Cardholder's Billing Address _____

Mail To:

American Society of Neuroradiology
 Attention: Valerie Geisendorfer, *Registration/Housing*
 2210 Midwest Road, Suite 207
 Oak Brook, IL 60523-8205 USA

Phone, Fax, E-Mail

(for additional information)

Phone: (630) 574-0220, ext. 231
 Fax: (630) 574-1740
 E-mail: meetings@asnr.org

