



APHA 2018 HOTEL RESERVATION FORM

ANNUAL MEETING & EXPO NOV. 10 – 14, 2018 SAN DIEGO

Reserve online at www.apha.org/meeting-housing



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SAN DIEGO | NOV. 10 – 14

INSTRUCTIONS

Reservations can be made by choosing one of the following methods:

- **BOOK** online at www.apha.org/meeting-housing to receive instant confirmation!
- **FAX** a completed form, one copy per room, to (703) 631-6288.
- **MAIL** a completed form to **APHA Housing Services, c/o Spargo, Inc.**
11208 Waples Mill Rd, Suite 112, Fairfax, VA 22030.
- **CALL** the APHA Housing Services [SPARGO, Inc], 8:30 am–5 pm EST, Monday–Friday, closed government holidays at:
(866) 871-5085 (toll-free); (703) 449-6418 (international)

CONFIRMATIONS

Confirmations will be sent after each reservation booking, modification and/or cancellation. **Review carefully for accuracy.** If confirmation is not received via email within 5 days after any transaction, please contact APHA Housing Services at (866) 871-5085.

ROOM RATES/TAXES

- To take advantage of the discounted APHA convention rates, reservations must be made by **Oct. 19, 2018**. After this date room availability and rates are not guaranteed.
- All rates are per room, per night and are subject to a tax rate of 12.5%. In addition, there may be an additional tourism assessment fees that varies by hotel. Please refer to the individual hotels to confirm this fee.
- When making a reservation, please provide room, bedding preferences and special requests on this form. The hotels will assign specific room types upon check-in, based on availability. **Please be advised that requests are not guaranteed.**

CANCELLATION POLICY

- All hotel cancellations must be made online or in writing to APHA Housing Services no later than 5 pm ET, **Nov. 1, 2018**. Written cancellations must be emailed to aphahousing@spargo.com. You will be required to enter the reservation confirmation number to cancel your reservation online.
- After Nov. 5, 2018, please contact the hotel directly to cancel or modify your reservation.
- If a reservation is cancelled less than 72 hours from confirmed arrival, or not cancelled at all (no-show), **the hotel will charge a penalty equal to one night of room and tax charges.**

GUEST INFORMATION

First Name _____ Last Name _____ MI _____

Organization _____

Mailing Address _____

City _____ State/Country _____ ZIP _____

Email _____

Daytime Phone _____

If outside the USA, please include country and city codes with phone/fax numbers.

HOTEL INFORMATION

Arrival Date: _____

Departure Date: _____

Hotel Selection (List three choices in order of preference.)

First: _____

Second: _____

Third: _____

Reservations will be processed on a first-come, first-served basis. If all three requested hotels are unavailable, please process this reservation according to:

- Comparable room rate Proximity to Convention Center

Room Type Single (1 person) Double (2 people, 1 bed)
 Double (2 people, 2 beds) Triple (3 people) Quad (4 people)

List All Room Occupants (Yourself first)

1. _____
2. _____
3. _____
4. _____

Special Requests

Smoking Non-Smoking King other: _____

Accessible Room (describe needs): _____

Please note: Accessibility Surveys of the APHA hotels are available online at www.apha.org/meetings/access. ADA rooms are guaranteed.

RESERVATION GUARANTEE

A credit card guarantee (preferred method) or a deposit check in the amount equal to one night's room rate and tax is required with each reservation request. Hotel Reservation Forms received without a method of guarantee cannot be processed. Cash deposits and wire transfers are not accepted. After Oct. 19, 2018, credit card provided may be charged a deposit equal to one night's room and tax by the hotel.

Type of Card: American Express MasterCard Visa Discover

Card Number _____ Expiration Date (Must be valid through November 2018) _____

Cardholder's Name _____

Billing Address _____

Signature (required, authorizing charge & cancellation policy) _____

Check To pay the deposit by check, the check must be equal to at least one night's room rate and tax. Complete the Hotel Reservation Form or call APHA Housing at (866) 871-5085 to reserve a room. Once a reservation request has been processed, confirmation will be sent via email confirming the hotel assignment. Check deposits must be made payable to the assigned hotel, mailed to APHA Housing Services, and received by Oct. 19, 2018, or reservation will be cancelled. Only deposits paid by check will appear on the hotel bill upon check-out.

HOUSING/HOTEL INFORMATION

OFFICIAL APHA HOTELS

No regular shuttle will be provided in San Diego. All hotels are within 1 mile or accessible to trolley service.

Note: An ADA on-call van will be available for those with mobility issues.



Hotel	Address	Rate (single/double)	Distance from SDCC
1. Andaz San Diego	600 F Street	\$225/225	0.8 miles
2. Bristol Hotel	1055 1st Ave	\$235/235	0.9 miles
3. Courtyard by Marriot SD Downtown	530 Broadway	\$189/189	0.9 miles
4. Embassy Suites SD Bay Downtown	601 Pacific Highway	\$229/249	0.6 miles
5. Hard Rock Hotel San Diego	207 Fifth Ave	\$250/250	0.1 miles
6. Hilton San Diego Bayfront*	1 Park Boulevard	\$262/262	0.1 miles
7. Hilton San Diego Gaslamp Quarter	401 K Street	\$250/250	0.1 miles
8. Hotel Indigo SD Gaslamp Quarter	509 9th Ave	\$240/240	0.6 miles
9. Hotel Palomar San Diego	1047 Fifth Ave	\$239/239	0.8 miles
10. Hotel Z San Diego	521 6th Ave	\$239/239	0.3 miles
11. Manchester Grand Hyatt San Diego	One Market Place	\$260/260	0.3 miles
12. Marriott Marquis San Diego Marina	333 W Harbor Drive	\$270/270	0.1 miles
13. Omni San Diego Hotel	675 L Street	\$245/245	0.2 miles
14. The US Grant Hotel	326 Broadway	\$249/249	0.8 miles
15. Westgate Hotel	1055 2nd Ave	\$199/199	0.8 miles
16. Westin San Diego Gaslamp Quarter*	910 Broadway Circle	\$239/239	0.7 miles
17. Wyndham San Diego Bayside*	1355 North Harbor Drive	\$189/189	1.2 miles

ROOMMATE LOCATOR

APHA offers an online Roommate Locator service for attendees looking to share hotel rooms/ expenses. To access the Roommate Locator log onto www.apha.org/meeting-housing to register and/or search for a roommate. It is the responsibility of potential roommates to contact each other directly and to make appropriate hotel reservations through APHA Housing Services.

RESERVE YOUR HOTEL ROOM ONLINE AT WWW.APHA.ORG/MEETING-HOUSING

It's important that you book directly with APHA Housing Services and stay within the block.

*Union Properties

Rates do not include taxes (currently 12.5%)