

HOUSTON INSURANCE DAY

February 20, 2019 | Houston Marriott Westchase

Exhibitor Guest Room Registration

ALL EXHIBITOR COMPLIMENTARY ROOMS ARE MADE THROUGH IIAH

All Houston Insurance Day exhibitor packages include 1 complimentary guest room night, room & tax only, at the Houston Marriott Westchase located at 2900 Briarpark Dr, Houston, Texas, a smoke free hotel. IIAH has secured a room block guaranteed through **February 5, 2019**. IIAH cannot guarantee room availability after this date. IIAH will only pay for one room night per exhibitor booth; however, if you need additional nights be sure to indicate on the form below. The exhibitor is responsible for payment of any additional nights at a rate of **\$141 Single/Double** prior to **February 5, 2019**. Note all room confirmations are e-mailed to the exhibitor from the hotel directly and will reflect a purchase amount whether complimentary or not. IIAH will provide a complete rooming list to the hotel for all complimentary rooms. **Credit card information is required to secure complimentary rooms for incidentals outside of room and tax. All exhibitors are required to advise IIAH if the complimentary reservation will not be utilized.**

Beginning **June 5, 2018** IIAH will no longer reserve additional guest rooms for exhibitors. If additional guest rooms are needed, please make reservations online **Book your group rate for Independent Insurance Agents of Houston** or call Houston Marriott Westchase at (800)- 452-5110 Name is INDP Insurance Agents and Group Code is IAA

All room cancellations must be e-mailed to Carole Shelton at cshelton@iiah.org. Cancellations on additional rooms/nights should be made prior to **February 5, 2019**, otherwise a cancellation fee may be imposed by the hotel to your credit card. **All no shows will incur the full room rental charges.**

Make your complimentary guest reservation/s online at www.iiah.org or complete this printable and fax to (832)-324-3503. IIAH does not accept forms with credit card information via the e-mail system for security purposes. **All Other additional guests rooms are made online as noted above.**

COMPLIMENTARY GUEST ROOM RESERVATION

ONE FORM PER PERSON

Exhibitor Company Name

Individual Name for Reservation

Booth # (if known)

Phone Number

E-mail Address (Required for confirmation)

Check In: February _____, 2019

Check Out: February _____, 2019

CREDIT CARD INFORMATION IS MANADATORY FOR COMPLIMENTARY GUEST ROOMS RESERVA-

CREDIT CARD INFORMATION

AMEX Discover MC Visa

Credit Card information is used to secure reservation and cards will not be charged. Upon check in the front desk personnel will ask for the card again. **Do not e-mail credit card information. Fax completed form/s to 832.324.3503.** Card information is required on all reservations,

Name on Card

Exp. date

Security Code

Credit Card #

Credit Card Billing Address/Zip Code