



**PCA 2018 International Symposium on
Pine Oleoresin Production & Processing**

16 April to 18 April, 2018 in Savannah, Georgia

Please complete and return this form by Fax or email directly to Reservations Department, The DeSoto Savannah
 Secure FAX Number: **1-912-231-1933** Email: tharris@thedesotosavannah.com or call the Central Reservation Office Number: **1-800-239-5118**
All callers will identify themselves as being with PCA 2018 Oleoresin Symposium and mentioning meeting code: PCA

Guest Information

Name:	Sharing Room With:
Company:	Job Title:
Address:	
Work Phone:	Mobile Phone:
FAX Number:	E-mail address:
IPrefer Number:	

Duration of Stay

Check In Date: 2018/ 04/ <small>Arrival time:</small> :	Check Out Date: 2018/ 04/
check in time: 4:00 PM	check out time: 11:00 PM

Reservation Cut Off Date: **23 March 2018**

Payment / Cancellation Policy

Any reservation received after cut-off date will be confirmed based on space availability.
 Payment will be settled upon check-out.
 Reservations may be changed or cancelled by 5:00pm, hotel local time, 72 hours or three (3) days prior to the day of arrival to avoid penalty. Any cancellation that occurs after established deadline will be charged one (1) night's room and tax. Early departures will be charged full room and tax. No shows will be charged for one (1) night's room and tax.
 Room rates listed below do not include applicable state and local taxes, currently 13% plus \$1.00 occupancy tax and \$5.00 state hotel/motel tax. Valet Parking rate is \$24.00.
 Room rates quoted are based on single or double occupancy. Triple or Quadruple occupancy consists of three or four adults occupying one guestroom. There is a fee of \$10.00 for each additional adult in a guestroom, beyond single or double occupancy.
Last minute denied travel VISA's or other emergency situations (beyond an individual's control) resulting in cancellations not within the above policies will be handled on a case-by-case basis.

Room Type/ Rate *These rates are available beginning 15 April 2018 and two (2) days after the event dates, based on availability.*

USD \$155.00 – Traditional Room (Single or Double) rate for 15 April-19 April 2018

Nightly Rate for Friday and/or Saturday Arrivals: These rates are applicable for 13 April to 14 April, 2018, based on availability.

USD \$219.00 – Traditional Room (Single or Double) rate for 13 April-14 April 2018

Special Requests:

Payment Information:

Visa American Express MasterCard Diners Discover

Card number: _____ **Expiration:** __MM__ / __YY__
Name: _____ **CVV/CVC:** _____

I hereby authorize The DeSoto Savannah to bill the following credit card, strictly for the following reservation and specified charges: room, tax & resort fee all charges guarantee only *
** The credit card provided as a guarantee will be charged in the event of a no-show or a late cancellation. **

Signature _____ Date _____

Your credit card information is required upon check-in. Payment is due, in full, upon check-out. Cancellations charge must be settled by credit cards, your credit card information is required upon cancellation requests.