



HOTELS • DINING • SPA • GOLF • SHOPPING



Rooms for this meeting are reserved in the hotels shown below. Each reservation must be accompanied by a deposit equal to the first night's lodging per room and must be received by us no later than **5:00 PM, Tuesday, January 8, 2019** in order to secure reservations. Any unused rooms reserved for this meeting will be opened for sale to regular visitors after that date. When requesting reservations, please note arrival and departure dates carefully. Late arrival or early departure causes forfeiture of deposit, unless cancellation or changes are made seventy-two hours in advance. Every effort will be made to accommodate early arrivals; however, since checkout time is 11:00AM at all our hotels, rooms may not be available until mid or late afternoon.

**HOTEL RESERVATION REQUEST FORM**

Group Reservations • Colonial Williamsburg Company • P.O. Box 1776 • Williamsburg, VA 23187-1776

CALL: (757) 229-1000 ext. 3971 • (800) 261-9530 or FAX: (757) 565-8797

<https://resweb.passkey.com/go/VB4>

Name of Group: **Virginia Bar Association**

Group Code: **VB4**

ARRIVAL: **Thursday, January 24, 2019**

DEPARTURE: **Saturday, January 26, 2019**

- Requested Quantity \_\_\_\_ Williamsburg Inn - Superior .....Single/Double Occupancy.....\$255.00
- Requested Quantity \_\_\_\_ Lodge Superior - South Wing .....Single/Double Occupancy.....\$150.00
- Requested Quantity \_\_\_\_ Lodge Suite - Main Building ..... Single/Double Occupancy.....\$205.00
- Requested Quantity \_\_\_\_ Lodge Deluxe - Nicholas, Tyler, Ashby or Custis.....Single/Double Occupancy.....\$175.00
- Requested Quantity \_\_\_\_ The Griffin..... Single/Double Occupancy.....\$200.00

**\* All rooms are subject to 12% State and Local Tax and \$2.00 per room per night occupancy tax.**

ADA Accessible

Special Requests: \_\_\_\_\_

**PLEASE PRINT**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ COUNTRY: \_\_\_\_\_

PHONE: ( ) \_\_\_\_\_ FAX: ( ) \_\_\_\_\_ E-Mail: \_\_\_\_\_  
(REQUESTED to send confirmation)

ARRIVAL DATE: \_\_\_\_\_ DEPARTURE DATE: \_\_\_\_\_  
*Check-in after 4pm* *Check-out by 11am*

Credit Card:     Check Enclosed \$ \_\_\_\_\_  
*(make check payable to Colonial Williamsburg Company)*

NAME OF CARDHOLDER: \_\_\_\_\_ (PLEASE PRINT)

CREDIT CARD #: \_\_\_\_\_ EXPIRES \_\_\_\_/\_\_\_\_/\_\_\_\_

SIGNATURE: \_\_\_\_\_

**PLEASE NOTE:** Deposit must be guaranteed by credit card and will be charged at the time the reservation request is made. Reservation changes to arrival or departure dates may be made up to (3) days prior to the date of arrival without charge to individual. Should a change in reservation, including early departure, occur after the cancellation deadline, the individual will be charged for 1 night's room rate and taxes (if applicable). Date Mailed: \_\_\_\_\_