

INDIANA ASSOCIATION OF FAIRS, FESTIVALS & EVENTS

JANUARY 5, 2012 – JANUARY 8, 2012

Tower Presidential Suite 380, 480, 580 & 680 - \$304.00 per night

- (1) Queen bedroom and large hospitality area including large conference style table and chairs, wet bar and larger refrigerator. These rooms have large bay windows in the hospitality areas. These rooms connect to a "78" one bedroom suite on each floor at an additional charge of \$164.00 per night.

Presidential Suite 300 & 500 - \$304.00 per night

- (1) King bedroom and large hospitality area including large conference style table and chairs, wet bar and larger refrigerator. These rooms do not connect to any other room.

Tower Accessible Presidential Suite 280 - \$254.00 per night

- (1) Queen bedroom and large hospitality area including large conference style table and chairs, wet bar and larger refrigerator. This room does not have any large bay windows in the hospitality area. This room connects to "278" a one bedroom accessible suite at an additional rate of \$164.00 per night.

Tower Hospitality Suite "72" or "76" – \$254.00 per night

- (1) Queen Murphy bed in a larger hospitality suite with wet bar and larger refrigerator. These rooms 272, 372, 472, 572 & 672 connect to a "70" one bedroom suite on each floor at an additional charge of \$164.00 per night & these rooms 276, 376, 476, 576 & 676 connect to a "74" one bedroom suite on each floor at an additional charge of \$164.00 per night.

Hospitality Suite 160 – \$254.00 per night

- (1) King Murphy bed in larger hospitality suite with conference table and a small refrigerator. (160) This room connects to Suite 164 (king bedroom) at an additional charge of \$254.00 per night and to Guestroom 158 (king bedroom) at an additional charge of \$104.00 per night.

Hospitality Suite 164 – \$254.00 per night

- (1) King bedroom with hospitality area, refrigerator, microwave and large screen TV. This room connects to Suite 160 (king Murphy bed) at an additional charge of \$254.00 per night.

Hospitality Suite 305 & 331 – \$259.00 per night

- (1) King bedroom with a hospitality area, small dining table, wet bar and small refrigerator. Suite 305 connects to Guestroom 309 (2 double beds) at an additional charge of \$104.00 per night and Suite 331 connects to Guestroom 329 (king bed) at an additional charge of \$104.00 per night.

Hospitality Parlor Bedroom Combination – \$248.00 per night – Located in the main building on floors 1, 2 & 3 only

- (2) Guest rooms to include - (1) larger guest room (to be used as the parlor room with the bed removed) and (1) connecting guest room either a double bed room or king bedroom. Several of these rooms also connect to another bedroom on the other side of the parlor room – available at an additional charge of \$104.00 each per night.

Tower One Bedroom Suite "70", "74" or "78" – \$164.00 per night

- (1) Queen bedroom and (1) Queen Murphy bed located in each room. Small hospitality area and small refrigerator. All of these rooms 270, 370, 470, 570, 670, 274, 374, 474, 574, 674, 278, 378, 478, 578 & 678 connect to another room at an additional charge either a hospitality suite at \$254.00 per night or a presidential suite at \$304.00 per night – see above.

Tower Corner One Bedroom Suite "68" - \$164.00 per night

- (1) Queen bedroom and (1) Queen Murphy bed located in each room. Small hospitality area with a large bay window and a small refrigerator. These rooms 268, 368, 468, 568 & 668 do not connect to any other room.

Tower Executive King Guestroom – \$114.00 per night - Located in New Tower ONLY

- (1) Larger King Guestroom with refrigerator in room. These rooms do not connect to another room.

Standard Guestroom – \$104.00 per night - Not Located in New Tower

- Either a Guestroom with (2) Double Beds or a Guestroom with (1) King Bed. Some of these rooms connect to other guestrooms.

Indianapolis Marriott East

Direct Line: (317) 322-3716 Fax: (317) 352-9775 7202 East 21st Street Indianapolis, IN 46219

**INDIANA ASSOCIATION OF FAIRS, FESTIVALS & EVENTS
JANUARY 5, 2012 – JANUARY 8, 2012**

The last date to receive the group rate based upon availability of room's remaining in the hotel inventory is:
December 1, 2011

Associate/Company Name: (please print) _____
 Email Address: _____ Phone# _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Fax # _____ Marriott Rewards # _____

<u>SUITE OR HOSPITALITY</u> *Descriptions denoted on Page 1	# of Rooms	# of Guests	Rate *Denoted on Pg 1	Arrival Date mm/dd/yyyy	Departure Date mm/dd/yyyy	Special Notes
<u>GUESTROOM</u> *Descriptions denoted on Page 1 <i>Please denote quest names below</i>	# of Rooms	# of Guests	Rate	Arrival Date mm/dd/yyyy	Departure Date mm/dd/yyyy	Special Notes
Standard King Bed Guestroom (N/A in Tower)			\$104.00 per night			
Standard (2) Double Bed Guestroom (N/A in Tower)			\$104.00 per night			
Executive King Bed Guestroom (Available Only in the Tower)			\$114.00 per night			
Executive King Bed Guestroom (Available Only in the Tower)			\$114.00 per night			
Credit Card Number	ExpDate	Signature				
PAYMENT METHODS MUST BE ARRANGED FOR EVERY ROOM PRIOR TO ARRIVAL. IF ROOMS ARE TO BE CHARGED TO ONE ACCOUNT AND PAID FOR BY ONE PAYMENT METHOD THAT HAS TO BE SET UP PRIOR TO ARRIVAL – OTHERWISE EACH ROOM WILL BE CHARGED TO EACH INDIVIDUAL IN THE ROOM AT THE TIME OF ARRIVAL. CONTACT RESERVATIONS AT 317-322-3716 OR RESERVATIONS@INDYMARRIOTTEAST.COM TO ARRANGE GROUP PAYMENT METHODS.						

- Tables delivered to any guest room will be charged at \$5.00 per table & will be billed to the guest room.
- Chairs delivered to any guest room will be charged at \$2.00 per chair & will be billed to the guest room.
- **CHECK IN TIME IS 4:00 PM – IF YOU WISH TO ENTER INTO ANY RESERVED ROOM PRIOR TO 4:00 PM ON THE DATE OF ARRIVAL YOU MUST RESERVE THE ROOM THE NIGHT PRIOR!!! EARLY CHECK IN IS AT THE HOTEL'S DISCRETION!!! CHECK OUT TIME IS 12:00 NOON.**
- A confirmation will be (choose 1) EMAILED _____ FAXED _____ using the above information.
- All rooms are on a first reserve first receiving basis. You must fill out this form in its entirety with guest names denoted at the time the reservation is made, indicating which guests share rooms and what room types are requested for the guests.
- All rooms are plus applicable tax at the time of the event that is currently 17%.
- Room assignments will be based upon the INAFFE Executive Boards discretion.

Name(s) of person(s) in each room:

Hospitality _____

Room # 1 _____ Room # 2 _____

Room # 3 _____ Room # 4 _____