



## Pre-Opening Reservation Form

Group Block Name UCDA Design Education Summit

UCDA Group Rate: \$129 single/double (plus tax)

### Guest Information

Guest Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Stay Details

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

Number of Adults: \_\_\_\_\_ Number of Children: \_\_\_\_\_

Room Type Requested: (check mark request)

Non-Smoking Standard Two Queen (Max 4 per room): \_\_\_\_\_ (BASED UPON AVAILABILITY)

Non-Smoking Standard King (Max 2 per room): \_\_\_\_\_ (BASED UPON AVAILABILITY)

### Credit Card Information

In order to guarantee reservations credit card information is required.

Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Please submit the completed form via email to [steve.mitchell2@hilton.com](mailto:steve.mitchell2@hilton.com) to confirm a pre-opening booking. Once the individual reservations can be manually entered into the hotel system an email will be sent via email along with a confirmation number.