

I am an: Attendee Exhibitor

Please Print

First Name		Last Name	
Name of Company			
Mailing Address			
City	State	Zip Code	
Country	E-mail		
Phone Number	Fax Number		
Arrival Day/Date (Check-in after 3 p.m.)		Departure Day/Date (Checkout by 12 noon)	

Please note: Your hotel reservation will be made on a first-come, first-served basis. To ensure proper registration, please indicate your hotel preferences: first choice, second choice, third choice, and fourth choice. Should your hotel choices be unavailable, AHIMA housing will place you in comparable accommodations.

1st	2nd
3rd	4th

Please indicate the type of room requested.

- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> Single (1 person/1 bed) | <input type="checkbox"/> Triple (3 people/2 beds) | <input type="checkbox"/> Nonsmoking |
| <input type="checkbox"/> Double (2 people/1 bed) | <input type="checkbox"/> Quad (4 people/2 beds) | <input type="checkbox"/> Smoking |
| <input type="checkbox"/> Twin (2 people/2 beds) | | <input type="checkbox"/> Rollaway Bed |

Suites: Please check which type of suite is needed: One Bedroom Two Bedroom
Will this suite be used for hospitality? No Yes How many people? _____

Names of people sharing room:
1. _____ 2. _____ 3. _____

Special Requests: _____

Payment

Deposit Information: A deposit of one-night room and tax is required to reserve a room. This deposit may be made through a major credit card or check. If paying by credit card, complete the information below. Make checks payable to: Wyndham Jade—the AHIMA Housing Bureau, 6400 International Parkway, Suite 2500, Plano, TX 75093.

Credit Card Authorization: Wyndham Jade—the AHIMA Housing Bureau, is authorized to use this card information to secure my hotel room. This deposit is nonrefundable unless reservations are cancelled at least 5 days prior to arrival date shown above.

Type of card:

- Visa MasterCard American Express
 Discover Diner's Club

Card Number

Expiration Date

Cardholder's Name

Signature of Cardholder

Submit one form per room. If more than one reservation is needed, please duplicate this form.

Reservations must be made by August 30, 2010 for the Gaylord Palms and August 26, 2010 for all other hotels.

The AHIMA discounted rate cannot be guaranteed after the above dates.



Housing Form

AHIMA's 82st Annual Convention and Exhibit

September 25-30, 2010
Orlando, FL



Internet
www.ahima.org/convention
(Click "Accommodations")
Credit card only.



Mail
AHIMA Housing
6400 International Parkway
Suite 2500
Plano, TX 75093
Check or credit card.



Fax
(972) 349-7715
Credit card only.
Do not mail original after faxing.



Phone
(888) 747-8707 Domestic
(972) 349-5807 International
Credit card only.



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