

AATS EXHIBITOR ROOMING LIST FORM
90th ANNUAL MEETING - May 1 - 5, 2010 • Toronto, Canada

This form is to be used to submit your rooming list to the AATS Housing Bureau if you choose not to use the online reservation system. To submit and manage your list online, please log on to <http://registration.experient-inc.com/ShowAAT101/Default.aspx> . Rooming lists must be received at the AATS Housing Bureau no later than Friday, February 26, 2010. After this date, rooms will be released with penalty and will be available on a first come first served basis.

Contact Person:

Confirmations will be sent to this person only

Company Name:

Address:

City/State/Zip:

Country:

Telephone:

Fax:

E-mail:

ROOM DEPOSIT/CANCELLATION POLICY: In the event that rooms within your block are not booked by members of your group by February 26, 2010, you will be charged for each unbooked room night. Furthermore, should your block reduce by room cancellations after January 29, 2010, you will be billed for each room night cancelled. All charges will be applied to the credit card below after the conference concludes. Changes may be made to your reservation through the AATS Housing Bureau until April 16, 2010. After April 16, 2010, please contact the hotel directly. **Change policy:** An additional one night's room and tax penalty will be charged by the hotel after April 16th to your credit card for each reservation change that results in a reduction of room nights.

PAYMENT METHOD: Check One:   

Credit Card Number: _____ **Expiration Date:** _____ (MUST be valid 06/10 or later)

Name on Card: _____

Signature of Cardholder: _____

Check here if an ADA accessible room is required. Please indicate your special needs to the AATS Housing Bureau who will contact you for additional information. Audio Visual Mobile_

If your room block is split between two or more hotels, please indicate that in the last column below.

	Name	Arrival	Departure	Room Type (single/double)	Hotel Preference
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					

**DEADLINE FOR RECEIPT OF EXHIBITOR ROOMING LIST FORM IS February 26, 2010. SEND THIS COMPLETED FORM TO:
AATS HOUSING BUREAU FAX to: (847) 996 - 5401 or email list to aatsexh@experient-inc.com**