

ROOM RESERVATION REQUEST FORM

Reservations may be made by calling (504) 523-3341 or by calling our **Group Reservations number at 1-800-217-2033**. Guests may also reserve **by fax at (504) 528-1019**. Reservations must be guaranteed by one night's deposit or a major credit card. Individual guest room deposits will be refunded if reservations are canceled seventy-two (72) hours prior to date of arrival.

Our reservation system will have your group posted as **SALALM CONFERENCE**. Please have your attendees identify themselves as **SALALM CONFERENCE** to ensure they receive the group rate and the group receives the proper credited pick up.

Reservations must be received by: Tuesday, April 29, 2008

Arrival Date _____ Departure Date _____ # of Nights _____

Rates and Accommodations

| | |
|---------------|---------------|
| <u>Single</u> | <u>Double</u> |
| \$110.00 | \$110.00 |

Current tax percentage is 13% and a \$2.00 occupancy fee

Preferred Room Type:

Room types are based on availability

Double/Double _____ King _____ Total Rooms _____

Check-out time is 12:00 p.m. Therefore, we cannot guarantee early room availability on the day of arrival. Check in time is 3:00 p.m. We will gladly store baggage until your room is ready. All reservations must be guaranteed with a first nights deposit of credit card. Cancellations must be received 72 hours prior to reservation arrival date, otherwise, a one nights room and tax will be charged.

Seminar on the Acquisition of Latin American Library Materials

Meeting Dates: Thursday, May 29, 2008 – Wednesday, June 4, 2008

Group Code: **SALALM CONFERENCE**

Your Name _____

Share With Name _____

Address _____

City _____ State _____ Zip _____ Country _____

Phone/Work _____ Home _____

Email Address _____

Special Requests _____

IMPORTANT

Checkout time is 12:00 p.m. Therefore, we cannot guarantee early room availability on the day of arrival. Check-In time is 3:00 p.m. We will gladly store baggage until your room is ready. All reservations must be guaranteed with a first nights deposit or credit card. To guarantee your reservation, please check your credit card name and list your account number and expiration date.

*Cancellations must be received 72 hours prior to groups arrival date, otherwise 1st nights room and tax will be charged.

CHECK ONE:

Master Card ___ American Express ___ Discover ___ Visa ___

ACCT. # _____

Exp. Date _____

Security Code _____

Location

The Hotel Monteleone is located in the heart of the French Quarter on Historic Royal Street.

Accommodations

- Full Sized Iron and Ironing Boards
- Hair Dryers
- Coffee Makers and Complimentary Coffee
- In Room Mini Bars
- Data Port Guest room Phones
- Lodgenets Interactive Digital System with Internet Access
- In House Movies on Command
- Nintendo 64
- Web Cinema Video
- Digital Music Station
- In Room Safes to accommodate Laptops

Guest Services

- Full Service Business Center
- Multilingual Concierge
- Complimentary Fitness Center overlooking the French Quarter and the Mississippi River
- Heated Rooftop Swimming Pool
- Spa Aria

Restaurant/Lounges

- Hunt Room Grill-Finest in freshest Louisiana seafood and choice cuts of beef, duck and lamb.
- Le Café- Hearty breakfast buffet and delicious lunches featuring daily Louisiana specials.
- The Carousel Bar- A long time New Orleans favorite with a rotating bar and live music.

Just a Stroll Away

- French Quarter's acclaimed restaurants
- Upscale Antique Shopping
- Historical Attractions

