

Estes Park Institute Scottsdale, Arizona 2012 Conference Hotel Form

Fairmont Scottsdale Princess

7575 East Princess Drive, Scottsdale, Arizona 85255 PHONE: (480) 585-2642 FAX: (480) 585-9895

Reminiscent of a Spanish Colonial estate, the luxurious Fairmont Scottsdale Princess is situated in Scottsdale, Arizona, on 450 acres with the McDowell Mountains as a backdrop. This ultimate desert oasis is one of the Leading Hotels of the World and a AAA Five Diamond Resort.

CONFERENCE DATES: Sunday, March 11 through Wednesday, March 14, 2012

GROUP ROOM RATE: *All Rooms: \$389 (See page 3 for early bird discount information)*

This group room rate will be honored three days before and after the conference dates based on availability. The room rate is for single or double occupancy and is subject to applicable taxes and service charges including \$12.00 per guest roundtrip for portage and \$2.00 per guest per day for housekeeping. There is no charge for children under 18 sharing a room with their parents and using existing beds.

RESERVATION DEADLINE: To try to accommodate all conference participants, Estes Park Institute has reserved a large block of rooms. However, we strongly suggest making reservations as early as possible since the reserved room block may sell out. Reservations received after the room block is sold out are subject to availability. For rooms reserved after **February 10, 2012**, payment for entire length of stay will be required at the time of reservation. **ALL ROOM RESERVATIONS AT THE CONFERENCE HOTEL MUST BE MADE WITHIN THE ESTES PARK ROOM BLOCK USING THIS FORM.**

GUARANTEE, PAYMENT AND CANCELLATION POLICY: A credit card is required to secure your reservation(s). Full payment for the entire length of stay for each room reserved will be required by **February 10, 2012**. If you choose to pay by check, a check to cover the entire length of stay for each room reserved must be received by the hotel by **February 10, 2012**. If a check is not received, the entire length of stay for each room reserved will be charged to the guaranteeing credit card on **February 10, 2012**.

There will be no refunds for cancellations made after **February 10, 2012** and no refunds for early departures or no-shows. **Always** obtain a cancellation number to ensure the release of your obligation. Name substitutions will be accepted. Estes Park Institute is responsible to the hotel for any unsold rooms and must enforce this cancellation policy.

TO MAKE RESERVATIONS: Please read Guarantee, Payment and Cancellation Policy above. Complete this form and fax it to (480) 585-9895 or mail to the Fairmont Scottsdale Princess at the address shown above. Confirmation will be sent from the hotel to the contact listed within 7 days of receipt of this form. For reservation questions, please email AnnaMarie.Gann@fairmont.com. **PLEASE FILL IN ON SCREEN, TYPE OR PRINT CLEARLY.**

Contact Person:

Title:

Hospital:

Address:

City/State/ZIP:

Phone:

Fax:

E-mail Address:

RESERVATIONS WILL NOT BE ACCEPTED WITHOUT CREDIT CARD GUARANTEE

Credit Card Type:

Account #:

Exp. Date:

Name on Card:

Signature:

Full stay to be paid by: Guaranteeing Credit Card Check (must be received by **February 10, 2012**)

Porterage/Housekeeping: Bill hospital prior to conference Bill individual folio upon check-out (*Porterage: \$12.00 per guest roundtrip; Housekeeping: \$2.00 per guest per day*)

No. of rooms needed:

Actual names and room preferences provided on attached page(s)

Hold rooms in name of contact person. Complete one section on next page to provide arrival/departure dates and times, room choice and preferences. (Provide all names and changes by February 10, 2012.)

Please copy this page if more than five rooms are needed.

Contact Person:

Hospital:

Estes Park Institute Scottsdale 2012 Conference – Scottsdale Resort Reservation Form (continued)
CHECK IN: 4:00 PM – CHECK OUT: NOON

All Rooms: \$389

Reserve Room For:

of Adults in Room:

Arrival Date: _____ Time: _____

Preferences: King Two Beds

Accommodations with disabled access

E-mail address:

of Children in Room:

Departure Date: _____ Time: _____

Smoking Non-smoking

Other:

All Rooms: \$389

Reserve Room For:

of Adults in Room:

Arrival Date: _____ Time: _____

Preferences: King Two Beds

Accommodations with disabled access

E-mail address:

of Children in Room:

Departure Date: _____ Time: _____

Smoking Non-smoking

Other:

All Rooms: \$389

Reserve Room For:

of Adults in Room:

Arrival Date: _____ Time: _____

Preferences: King Two Beds

Accommodations with disabled access

E-mail address:

of Children in Room:

Departure Date: _____ Time: _____

Smoking Non-smoking

Other:

All Rooms: \$389

Reserve Room For:

of Adults in Room:

Arrival Date: _____ Time: _____

Preferences: King Two Beds

Accommodations with disabled access

E-mail address:

of Children in Room:

Departure Date: _____ Time: _____

Smoking Non-smoking

Other:

All Rooms: \$389

Reserve Room For:

of Adults in Room:

Arrival Date: _____ Time: _____

Preferences: King Two Beds

Accommodations with disabled access

E-mail address:

of Children in Room:

Departure Date: _____ Time: _____

Smoking Non-smoking

Other:

If your room preferences are not available, confirmation will be made for the next available category.

To contact Estes Park Institute, please call 1-800-727-8225.

**FAIRMONT SCOTTSDALE PRINCESS
EARLY BIRD SPECIAL AND DISCOUNTS**

**EARLY BIRD ROOM DISCOUNT AND RESORT RESTAURANT CREDIT
Book by November 10, 2011**

Make room reservations by November 10, 2011, and rate will be reduced to \$359 per night.

Guests that book 4 or more nights by November 10, 2011 will also receive a one-time \$100 dining credit. The credit will be applied to the guest's in-room folio and may be used in any food/beverage outlet at the Fairmont Scottsdale Princess. Room reservations must be made within the Estes Park room block to obtain the credit. The credit cannot be exchanged for cash upon check-out.

PARKING DISCOUNT & PREFERRED TEE TIMES

All Estes Park Institute resort guests may self-park free of charge and valet-park for \$20 per day. Estes Park/Fairmont Scottsdale Princess guests will receive preferred tee times at TPC.

LEISURE SERVICES

Estes Park attendees may contact the Fairmont Scottsdale Princess Leisure Services Team to assist with advance planning for their individual itineraries or ask questions at 480-585-4848 ext. 7244 or scp.LeisureServices@Fairmont.com. Contact them to get a copy of the Fairmont Experience.

For groups that need assistance with meetings, dining, spa treatments, golf, transportation, etc., contact our VIP coordinator, Kelley Thompson, Executive Meeting Manager, 480-585-2656, Kelley.Thompson@Fairmont.com.

For additional hotel information, please visit www.scottsdaleprincess.com.