



# 2004 Annual Meeting housing request form

Austin, Texas • November 7-12, 2004 • [www.aiche.org/annual](http://www.aiche.org/annual)

Please choose a hotel (see boxes below), and phone or fax your housing request to that hotel only. To phone in your reservation, be sure to identify yourself as attending the Conference for the American Institute of Chemical Engineers (This will alert the Reservations Department to guarantee the Conference rate listed on this form).

## Attendee Information

First name \_\_\_\_\_ Middle initial \_\_\_\_\_ Last name \_\_\_\_\_

Guest name \_\_\_\_\_

Company name \_\_\_\_\_

Street address or PO Box number \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ ZIP/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Phone number (VERY IMPORTANT) \_\_\_\_\_ Fax number \_\_\_\_\_ Email Address \_\_\_\_\_

Arrival Date \_\_\_\_\_ Time \_\_\_\_\_  AM  PM Departure Date \_\_\_\_\_ Time \_\_\_\_\_  AM  PM

Type of Room  King  Double  Smoking  Nonsmoking

## To register: Please call or fax this form directly to the desired hotel.

Reservations should be made as soon as possible, as rooms are at a premium.

**Hilton Hotel Austin**  
 500 East 4th Street  
 Austin, TX 78701  
 Tele: 800-236-1592  
 Fax: 512-682-2769  
 Single/Double: \$145  
 Triple: \$160/Quad: \$175

**Four Seasons Hotel Austin**  
 98 San Jacinto Boulevard  
 Austin, TX 78701  
 Reservations: 512.685.8100  
 Tele: 512-478-4500 Fax: 512-478-3117  
 City View Twin or King \$225 single/\$225 double  
 Superior – Lake View King \$285 single/double  
\* Adjacent to the Convention Center

**Hyatt Regency Austin**  
 208 Barton Springs  
 Austin, TX 78704  
 Tele: 512-477-1234  
 Fax: 512-480-2069  
 Single: \$140/Double: \$150  
 Triple: \$160/Quad: \$170

**Holiday Inn Austin Town Lake**  
 20 N. Interregional Highway (I-35)  
 Austin, TX 78701  
 Tele: 512-472-8211  
 Fax: 512-472-4636  
 Single/Double: \$105

**Crowne Plaza Austin Hotel**  
 500 North IH 35  
 Austin, TX 78701  
 Tele: 800-684-7241 or 512-480-8181  
 Fax: 512-457-7991 or 7944  
 Single \$125/Double \$135 Triple: \$145/Quad \$155

**Omni Austin Downtown Hotel**  
 700 San Jacinto  
 Austin, TX 78701  
 Tele: 1-800-THE-OMNI  
 Fax: 512-397-4885  
 Single \$147/Double \$157

## General hotel information:

- Reservation deadline for all hotels are October 8, 2004
- Check in: 3:00pm • Check out: 12:00pm
- Hotel Occupancy Tax: 15%
- Smoking/Non-Smoking room will be assigned on availability.
- All hotels are within walking distance to the Austin Convention Center.
- Reservations cancelled within 72 hours of arrival are non-refundable.
- Arrivals after 6:00pm must be guaranteed with a major credit card.

## Credit card information:

Please specify which card is to be used for room guarantee. Please DO NOT send cash.

- American Express       MasterCard       VISA  
 Discover                       Check                       Diners Club

Cardholder's Name \_\_\_\_\_

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_ Date \_\_\_\_\_

A portion of your hotel room rate is being used to offset conference expenses