



HOTEL REGISTRATION FORM

To make a reservation at
Poughkeepsie Hotel & Conference Center, please return form
via fax to 845-486-7220, or mail to hotel,
or call Reservations Desk 845-485-5300
Refer to Group Code: APHNYS
Deadline for Room Reservations: September 30, 2017



Name: _____

Address: _____

City: _____ State: _____ Zip _____

Phone: _____ Fax: _____

E-Mail: _____

Arrival Date: _____ Departure Date: _____

Please check which accommodations you would like (hotel is 100% non-smoking):

___ Standard Single Occupancy: \$109 + applicable tax unless tax-exempt

---- Standard Double Occupancy: \$109 + applicable tax unless tax-exempt. Roommate's Name _____

Please specify any special requests, i.e.; handicap accessible room, etc.: _____

You must obtain a tax-exempt form from your local government and present the form to the hotel at time of check-in.

Check-In: 4:00 PM

Check-Out: 11:00 AM

***Rooms that are not reserved by cut-off date of 9/30/17 will be returned to the hotel to sell.
Group reservations made after the cut-off date will be made based on availability.***

There is a parking garage just left of the entrance to the hotel. For free parking, the hotel will validate the card received upon entering the parking garage. If the garage is full, there is alternate parking at the user's expense (not validated by hotel).

If Paying by Check: Please complete and mail the address below.

To guarantee with credit card:

Credit Card: ___ Visa ___ MasterCard ___ American Express ___ Discover

Card # _____ Expiration Date: _____

Signature: _____

Please return this form to:
Poughkeepsie Hotel & Conference Center
40 Civic Center Plaza
Poughkeepsie, NY 12601
Attn: Reservations Department
DO NOT SEND TO THE APHNYS OFFICE