

2009 SUMMER NAMM JEN HOTEL RESERVATION FORM

JEN InService Date: July 17, 2009

The deadline to reserve hotels from the
JEN housing block is April 17
Complete this form and fax to the Nashville
Housing bureau at 615-259-4126

Company Name: _____
 Contact Name (print): _____
 Address: _____
 City, State, Zip, Country: _____
 Phone #: _____ Fax: _____ e-mail: _____
 Signature: _____

Send acknowledgment by (check one): e-mail Fax Mail

Please see 2009 SUMMER NAMM Official Hotel List.

Hotel Choices: 1. _____ 2. _____

Hotel Information – choice of hotel will be honored based on availability. If your choices are not available, we will select another hotel based on either (check one): lowest rate distance to the Convention Center (prefer to be closer to the event)

NAMM has worked with two hotels in proximity to the Nashville Convention Center at below market public rates for JEN attendees.

Nashville Housing Bureau
 150 4th Avenue North, Suite G-250
 Nashville, TN 37219
 Phone: 615-259-4700
 Toll Free: 877-259-4716
 FAX: 615-259-4126
 ncvbhousing@visitmusiccity.com

Important Housing Dates to Remember!

Apr 17: JEN Housing reservation deadline

Apr 29: Last day to cancel individual rooms without penalty; \$50 fee per cancellation after this date.

Hotel	Single	Double	Complimentary Breakfast	Restaurant	Room Service	Business Center	Fitness Center	High Speed Internet*	Miles to Convention Center	Meeting Space Available
Holiday Inn Express Downtown 920 Broadway Nashville, TN 37203	\$177	\$177	✓			✓	✓	Free	.35	✓
Union Station Hotel 1001 Broadway Nashville, TN 37203	\$177 \$197*	\$177 \$197*		1	6:30am-11pm	✓	✓	Free	.39	✓

* Concierge Level

Names of Guests	Sharing with	Number of Rooms	Number of Beds/Room	Arrival Date	Departure Date	Special Requests

CREDIT CARD DEPOSIT: VISA MASTERCARD AMERICAN EXPRESS

Card #: _____ Expiration Date: _____

Cardholder's name: _____ Signature: _____

Make company check, money order or cashier's check payable to: **Nashville Housing Bureau** (checks payable in U.S. funds drawn on a U.S. bank only).

Deposit required at time of booking: First night's room rate plus tax, or when reserving 20 or more rooms, two nights' room rate plus tax.

Please note: In order to accommodate as many companies as possible, no company may reserve more than 20 rooms at any official event hotel without authorization.

Total deposit = number of rooms requested _____ x 1st night's room rate + tax (or) more than 20 rooms _____ x 2 nights' room rate + tax = \$ _____

See cancellation terms below. Checks will not be accepted after June 12, 2009.

PLEASE NOTE: Tax rate quoted is current at time of printing. Tax rate is subject to change.

Cancellation Terms: Cancellations, no-shows or early departures without advance notice will result in forfeiture of deposit to hotel. Deposits for room blocks of more than 20 rooms are completely non-refundable if cancelled after June 12, 2009. Please carefully read acknowledgment from the Nashville Housing Bureau. If your status changes as a NAMM Member or exhibitor during this process, reservations are subject to change or cancellation.

*NAMM, the International Music Products Association's official housing company is the Nashville Convention and Visitors Bureau. Should you receive calls from any other housing companies, please know that they are not associated with our trade show and reservations made through those vendors cannot be guaranteed. If you are approached by an individual or company suggesting you place a hotel reservation with them, please notify us and we will rectify the situation.