



**We Serve**

International Association of Lions Clubs  
**40<sup>th</sup> Annual District 5M-7 Midwinter Convention**  
January 18-20, 2018  
Minneapolis Airport Marriott

**HOSPITALITY SUITE REGISTRATION FORM – DUE 12/23/2017**

Club Name: \_\_\_\_\_

Contact: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Post Hospitality Suite on Convention Signs (circle one):      YES              NO

The room rate per day is \$111.09 with tax included (\$97.00 + 14.525% Taxes). There is also an additional one-time charge of \$80.00 for furniture removal per room. If you would like to reserve (2) rooms, charges will be assessed for each individual room.

Each Hospitality Suite will include the following:

- (2) Display Tables
- (10) Chairs
- (1) Trash Can with Extra Liners
- (3) Ice Drops per day, available at Hotel designated times of 3:00pm, 4:30pm, 6:00pm
  - *ADDITIONAL REQUESTS FOR ANY OF THE ABOVE ITEMS WILL BE CHARGED A FEE OF \$20.00 PER REQUEST*

The following items are NOT allowed in Hospitality Suites:

- Open Flames
- Cooking Equipment (hot plates, cook tops, burners, griddles, popcorn machines etc.) Crockpots and warming devices ARE acceptable.
- Nails, push pins, tape on walls. The ONLY tape that is acceptable to use on Hotel walls is masking tape.
- Dangerous Materials
- Glitter and Confetti, Fog Machines

Each Hospitality Suite is responsible for providing their own:

- Food and Beverage
- Serving Utensils (i.e. forks, knives, spoons, plates, bowls, napkins, cups, etc.)
- Coolers

**\*\*As a reminder, tampering with hotel fire and hotel safety devices is a federal offense. Those caught tampering with such devices could be faced with federal prosecution under federal law. Excessive cleaning fees may apply as deemed by hotel and will be the responsibility of the individual club\*\***

Initials/Date: \_\_\_\_\_

Please select one option below:

Selection	Number of Rooms	Friday, 01/19/2018	Saturday, 01/20/2018	Total Amount Owed
	1	X		\$186.14
	1		X	\$186.14
	1	X	X	\$297.28
	2	X		\$372.28
	2		X	\$372.28
	2	X	X	\$594.56

For your convenience, Hospitality Suites will be available at 12:00pm on the day of arrival.

There are (2) payment options:

- Check payable to Minneapolis Airport Marriott – **due to Hotel by December 23, 2017. NO EXCEPTIONS.**
- Credit Card (circle one):      Visa    Mastercard    American Express    Discover

○ Card Number: \_\_\_\_\_ Exp Date: \_\_\_\_\_

○ Name on Card: \_\_\_\_\_

I agree to all of the above conditions.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Hotel Contact: Angie Hallaway, Director of Sales  
Phone: 952-851-4749  
Fax: 952-851-4762  
Email: angela.hallaway@marriottsales.com

Hotel Contact: AngMarie Richards-Tatone, Director of Catering  
Phone: 952-851-4767  
Fax: 952-851-4762  
Email: angmarie.richards@marriottsales.com

Hotel Address: Minneapolis Airport Marriott, 2020 American Blvd East, Bloomington, MN, 55425

**Please mail, fax or email completed form with payment to Hotel by Friday, December 23, 2017.**

Initials/Date: \_\_\_\_\_