

# To Reserve a Room

at the  
**Jordan Grand Resort Hotel at Sunday River**

**Secure your room now!**

**Reservation deadline is January 15, 2018.**

## Small or Rural Hospital Conference

February 14-16, 2018

Group #: 85j6d3

Please fill out and send directly to Sunday River (see below)

You may also make your reservation by calling a reservations agent directly at 1-800-207-2365

### Guest Information: (Please submit one form per room)

Name: \_\_\_\_\_  
 Institution: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

### Lodging Information:

**Please note: This form is for room reservations only and does not automatically register you for the conference. You will need to register online or use MHA's Registration form, both located on MHA's website ([www.themha.org](http://www.themha.org)).**

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_ # of People: \_\_\_\_\_ Sharing Room With: \_\_\_\_\_

### Standard Room Rates Per Room Per Night: Subject to 9% State Tax & 7% Service Charge

#### Standard (2 queen beds)

Single - \$161.00++       Double - \$161.00++

#### Studio Superior (1 queen Murphy bed & kitchenette, sleeps 2)

Single - \$161.00++       Double - \$161.00++

#### Studio Deluxe (1 queen Murphy bed, 1 sleep sofa & kitchenette, sleeps 4)

Single - \$161.00++       Double - \$161.00++

#### 1 Bedroom Superior (1 queen bed, 1 sleep sofa & kitchenette, sleeps 4)

Single - \$287.00++       Double - \$287.00++

**To qualify for Tax Exempt status, payments must be made by the tax exempt organization's check or credit card. Please include a copy of the Tax Exempt certificate with the return of the reservation form. Purchase Orders are accepted.**

### Payment Information:

Payment Method:  Check enclosed     Credit Card

Credit Card Information:                    

Card Number: \_\_\_\_\_ Exp. \_\_\_\_\_ 3-Digit Security Code \_\_\_\_\_

**Check In:** 6:00 p.m. / **Check Out:** 10:30 a.m.

Please **mail** this form along with deposit to: **Sunday River, P.O. Box 4500, Newry, Maine 04261**. Or, if you prefer, **fax** this form with credit card information to **207/824-5195**. You may also **call** Sunday River Reservations directly at **1-800-207-2365** between 8 AM - 5 PM, Monday through Friday. Please refer to the Maine Hospital Assn. Small or Rural Conference (Group #85j6d3).

**Deposit & Cancellation Policies:** If reservation is for one night only, one night's lodging is due within five (5) days of booking the reservation. If reservation is for multiple nights, 1/2 of the total reservation is due within five (5) days of booking the reservation. Final payment is due two weeks prior to arrival and will be automatically charged. Reservations will be canceled if the deposit is not received within the five-day period. For refund of deposit, less a \$50.00 cancellation fee, notification of cancellation must be received at least 15 days prior to the scheduled arrival. The entire deposit will be forfeited if cancellations are made 14 days or less prior to the scheduled arrival. No refund for late arrivals, early departures, no-shows, or downgrades.

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