



You can fax reservations forms back to:  
757-253-0541  
or mail to  
50 Kingsmill Road, Williamsburg, VA 23185  
800/442-3654

RESERVATION REQUEST FORM

**GROUP CODE: TSF**

The Williamsburg Marriott is pleased you have chosen us for your upcoming visit. Our staff looks forward to serving you in the fine Marriott tradition. In making your reservation we request that you either:

- 1) Enclose a check or money order covering the first night's stay -OR-
- 2) Send us the entire number of your following credit card: AMERICAN EXPRESS, DINERS CLUB, VISA/BANK AMERICARD, MASTERCARD OR DISCOVER. Don't forget the expiration date and signature.

Our Express Check-In is designed to get you into your room as quickly and pleasantly as possible. To make sure you are able to enjoy Express Check-In, we will bill the credit card number you give us for your room unless advised of a change before or upon arrival. Express Check-In is offered in all possible cases but may not be available in some instances due to late departures.

We regret we cannot hold your reservation after 6:00 p.m. on the day of arrival without prepayment or a credit card number.

Deposits will be refunded only if cancellation notification is given up to 24 hours prior to arrival.

Name (print) \_\_\_\_\_ Phone No. (\_\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

Country \_\_\_\_\_

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

License Plate # \_\_\_\_\_ Make/Model of Car: \_\_\_\_\_  
(Information required by James City County)

King Bed Smoking \_\_\_ Two Double Beds Smoking \_\_\_ No Preference \_\_\_  
King Bed Non-Smoking \_\_\_ Two Double Beds Non-Smoking \_\_\_

**Room Types are not guaranteed, but every attempt will be made to accommodate your requested room type.**

Please reserve \_\_\_\_\_ No. of Rooms for \_\_\_\_\_ People

Name(s) of person(s) sharing accommodations:

Marriott Rewards:

\_ Check or money order enclosed. Amount \$  
\_ American Express \_ Master Card \_ Diners Club \_ Visa \_ Discover

Credit Card No. \_\_\_\_\_ Exp. Date \_\_\_\_\_

**TSFP4 Conference**

**June 27-29, 2005**

**Sleeping Room Rates**  
**\$145.00 Single/Double (plus 9% tax)**

**An additional \$2.00 Occupancy tax per room  
Per night applies effective as of July 1, 2004**

I authorize the Williamsburg Marriott Hotel to charge my account for one night's deposit and all applicable taxes. Check out time is 12 noon. Rooms may not be available for check-in until 4:00 p.m.

Signature \_\_\_\_\_ Phone No. (\_\_\_\_\_) \_\_\_\_\_

**CUT OFF DATE: June 5, 2005** Complimentary parking available.

RESERVATIONS REQUESTED BEFORE THE CUT OFF DATE ARE SUBJECT TO AVAILABILITY WITHIN YOUR GROUP'S ROOM BLOCK. ROOMS MAY BE AVAILABLE AFTER THE CUT OFF DATE BUT NOT NECESSARILY AT THE GROUP RATE. ANY VARIATION FROM THE OFFICIAL DATES IS SUBJECT TO AVAILABILITY.

**Directions: I-64 (East or West) towards Williamsburg; take exit 242-A to Rt. 60 East; turn right at 4<sup>th</sup> light (Kingsmill Road) off Route 60 East.**