

HOTEL RESERVATION REQUEST FORM

2023 VALA Annual Conference

Killington Grand Hotel & Conference Center – killington.com

Completed Form may be emailed to: VALAVermont@gmail.com or
 Mailed to: VALA Conference, c/o Elizabeth Curran, 299 N. Main St., Whiting, VT 05778
 Questions: Contact Elizabeth call/text (802) 349-3825 or email VALAVermont@gmail.com

This Hotel Form is a request form only and rooms will be reserved on a first come / first served (and paid) basis.

(No reservations will be processed without full payment.)

Name(s) on Reservation _____

Entity, if applicable (Town/Company) _____

Street Address _____

City _____ State _____ Zip _____

Telephone _____ Email _____

Please make sure this is a valid email account. Your receipt for payment and hotel request will be sent here.

HOTEL RESERVATION INFORMATION

<input checked="" type="checkbox"/>	Room Type	Room Details <small>All rooms include One Complementary Thursday evening reception/meal</small>	Price	How Many	Total
<input type="checkbox"/>	Studio 1 <small>(Sleeps 2)</small>	1 Queen Murphy Bed & Kitchenette	\$220.00		\$
<input type="checkbox"/>	Studio 2 <small>(Sleeps 4)</small>	1 Queen Murphy Bed & 1 Sofa bed & Kitchenette	\$235.00		\$
<input type="checkbox"/>	Standard Room 1 <small>(Sleeps 2)</small>	1 King Bed	\$250.00		\$
<input type="checkbox"/>	Standard Room 2 <small>(Sleeps 4)</small>	2 Queen Beds	\$240.00		\$
<input type="checkbox"/>	1 Bedroom Suite <small>(Sleeps 6)</small>	1 Queen Bed & 1 Queen Murphy Bed & 1 Sofa Bed & Kitchenette	\$290.00		\$
<input type="checkbox"/>	SPECIAL Vermont Hearty 'VALA Welcome Reception' <small>Join us Thursday evening from 6:00-7:30pm for dinner/reception in the Oscar III room. One Complementary Reception is included with each room reserved.</small>		\$25.00 each		\$
Total Occupants in Room		<small>All occupants, but 1, are charged \$25 for Reception.</small>	Grand TOTAL		\$

Check should be made payable to: **VALA Conference**

Reservation Information:

1. Hotel accommodations cannot be assured with this request. You will receive an email response if/when you have a definite reservation. VALA has 55 rooms reserved.
2. **DO NOT call the hotel directly**, the hotel will accept ONLY reservations, at this rate, forwarded by VALA.
3. **Payment must be included with this request either by check or paid online at VALAVT.org (when available).**
4. Changes in arrival and departure dates and cancellations of hotel reservations should be submitted in writing to VALA (via email is fine, VALAVermont@gmail.com), not the hotel.
5. Reservations must be cancelled 1 month (by 8/6/23) prior to arrival to avoid a room charge. Less a \$25 processing fee.
6. Check-in time is 5:00pm at the hotel front desk and check-out time is 11:00am.
7. Tuesday 9/5 & Wednesday 9/6 special rates are available also. Please contact Elizabeth if you are interested.