

Please mail form to: Sheraton Birmingham Hotel, 2101 Richard Arrington Jr. Blvd. North, Birmingham, AL 35203



SHERATON BIRMINGHAM HOTEL IS PLEASED TO HOST:

SOCIETY OF AMERICAN ARCHIVISTS

To secure a reservation, this card must be received by our reservation department by July 18, 2002. Requests received after this date will be accepted based on room and rate availability.
RESERVATION REQUESTS MUST BE ACCOMPANIED BY A DEPOSIT EQUAL TO ONE NIGHT'S ROOM RATE PLUS 8% OCCUPANCY TAX. THIS DEPOSIT WILL BE APPLIED TO THE LAST NIGHT OF THE RESERVATION.

Room Type Preference:	Single	Double	Triple	Quadruple
[] Deluxe Guest Room	\$99	\$109	\$124	\$139
[] 1 Bedroom Suites	\$125	\$125	N/A	N/A

Number of Guests: _____
 I request a roll-away bed (\$15.00 per night).
 I request a wheel chair accessible room.

Check-In Time: 3:00 P.M.

Name: _____
 Additional Occupant(s): _____

Arrival Date: _____ Arrival Time: _____

Departure Date: _____
 I have enclosed a check in the amount of one night's room rate plus 8% occupancy tax.
 Please charge one night's room rate plus 8% occupancy tax to the following credit card:

Telephone # _____ Fax # _____
 Address: _____
 City/State/Zip: _____

Credit Card Name: _____
 Number: _____ Exp. Date _____

I understand that I am liable for one night's room rate plus 8% occupancy tax which will be covered by my deposit in the event that I do not arrive. Cancel less than 72 hours prior to arrival, or depart earlier than scheduled.

NAME OF CREDIT CARD HOLDER _____

SIGNATURE OF CARD HOLDER _____



- CHECK-IN TIME AFTER 3:00 P.M. CHECK-OUT TIME IS 12 NOON. Occupancy Tax is subject to change.
- Cancellation or modification of reservation must be made at least 72 hours prior to arrival to avoid forfeiture of deposit. Ask for and retain cancellation number until you receive refund of deposit.
- No charge for children under 18 when sharing room with parents and using existing bed space.
- All hotel accounts are subject to credit arrangements at time of registration and payable at departure.

SHERATON BIRMINGHAM HOTEL'S CLUB LEVEL

The Club Level provides newly renovated Corporate Club rooms with additional amenities such as oversized work desk, swivel desk chair, fax/printer/copier, free local phone calls, terry cloth bath robe and nightly turndown.

You can enjoy complimentary continental breakfast and evening hors d'oeuvres in the Club Lounge.

Please call 1-888-661-5678 for reservation assistance between 8:00 A.M. - 7:00 P.M. central time Monday - Friday and 8:00 A.M. - 4:00 P.M. Saturday.

Credit cards accepted: Mastercard, Visa, American Express, Carte Blanche/Diners Club, Discover, JCB

Directions: Exit 22nd Street on I-20/59 East or West. Hotel located on the corner of 9th Avenue North and Richard Arrington Jr. Boulevard North.

We look forward to being of service!