



NYSAR³ 18TH ANNUAL NYS RECYCLING CONFERENCE
Wednesday, November 14 – Friday, November 16, 2007

Reservation in the name of:
Mr./Mrs./Ms./Dr. _____
Company Name: _____
Street Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____
E-Mail: _____
Roommate Name: _____
Arrival Date: _____ Departure Date: _____

Reservation Code:
#3437CN

Reservation Deadline:

Monday, October 15, 2007

Check-In Time:

3:00 PM

Check-Out Time:

1:00 PM

RATES PER DAY

Single/Double Occupancy (\$110.00 per room, per day) _____

ROOM RATES ARE BASED ON THE EUROPEAN PLAN RATE
Above rates are subject to tax and a \$8.00 per person, per day service charge
For the health and safety of all our guests, The Hotel is a smoke-free environment

DEPOSIT POLICY

A one-night deposit per room is required to secure the reservation.

Check (made payable to The Otesaga Hotel) # _____ Signature: _____
 AMEX MasterCard VISA Exp. Date: _____ Card Number: _____
Customer Card ID # _____ AMEX CID# _____ MC/VISA CVV2# _____

PLEASE NOTE THE FOLLOWING

- Reservations received after reservation deadline are subject to availability.
- The deposit is applicable to the fulfillment of your designated length of stay.
- Late arrival or early departure causes forfeiture of deposit.
- Cancellations or any changes to arrival or departure dates must be made 14 days prior to arrival to avoid deposit forfeiture.
- Cancellations at any time will incur a \$45.00 administrative fee
- The Otesaga Resort Hotel will confirm reservation via mail upon receipt of this form.

SERVICE CHARGE & TAX

A daily service charge of \$8.00 per person is added to your account for distribution to the Bellman and room attendants in lieu of gratuities.

8.00% NYS Sales Tax (on full rate), Plus 2% Otsego County Bed tax (on room portion only) are added to all rates, if applicable.

TAX EXEMPT STATUS

One of the following Tax Exempt Certificates **must accompany** reservation request form to receive tax-exempt status:

- 1) **NYS TAX EXEMPTION** – Form AC946 – or ST-129 from each person claiming exemption if they are paying with cash, personal check or credit card (if state voucher is used no form is needed).
- 2) **TAX EXEMPT ORGANIZATION** – Form ST-119.1 – In order to receive exemption, payment must be made entirely by the organization. Any occupancy, food & beverage, incidentals, etc. paid for by a member of the tax-exempt organization with their own cash, check or credit cards are taxable.

PLEASE RETURN FORM (BY MAIL OR FAX OR E-MAIL) TO:
OTESAGA RESORT HOTEL, C/O THE RESERVATIONS DEPARTMENT
60 LAKE STREET, COOPERSTOWN, NY 13326

PHONE: 607/547/9931 OR 800/348/6222 FAX: 607/547/9675 E-MAIL: RESERVATION1@OTESAGA.COM