

HOUSING REQUEST FORM

Please use a separate form for each room. Make copies as needed. Please print or type.

2011 GENERAL ASSEMBLY

Saturday, July 9 – Wednesday, July 13, 2011
Bridgestone Arena • Downtown • Nashville, TN

Register online at www.disciples.org/ga

- **All reservation requests will be made through** the Nashville Convention and Visitors Housing Bureau. The deadline is **June 22, 2011** to take advantage of the special General Assembly convention rates.
- After **June 22, 2011** hotels may charge **higher rates**.
- Reservations can be made by choosing one of the following methods:
 - Internet:** Book your reservation online at www.disciples.org/ga. **This is the quickest and most effective method.**
 - Fax:** Send completed form to 615-259-4126.
 - Phone:** Call 877-259-4716.
 - Mail:** General Assembly Housing Bureau, 150 4th Ave. N., Ste G250, Nashville, TN 37219
- **Acknowledgements:** The Housing Bureau automatically sends acknowledgements after each reservation booking, modification and/or cancellation. Please review your acknowledgement carefully for accuracy. If you do not receive your acknowledgement within 14 days after any transaction, please contact the Housing Bureau at: 877-259-4716.
- **Modifications or cancellations:** Please review carefully. If paying by check a one-night (plus tax) advance deposit is required for each room requested. Checks will be deposited upon receipt by the General Assembly Housing Bureau. Credit card processing will be held until checkout. **A \$25 cancellation fee will be charged for reservations cancelled after June 6, 2011. Reservations cancelled after June 6, 2011, or no-shows will be charged by the hotel.** **Do not** mail housing forms that were previously sent via fax or that were made online. The housing bureau **is not** responsible for duplicate reservations.
- List hotel choices in order of preference (first choice, second choice, etc.).
- A block of rooms is available for those with health needs. Please indicate those needs on the form.
- **Sharing a room:** Please submit only one housing form per room with requested listing of all occupants in each room.
- All rates are per room and do not include 15.25% occupancy tax and \$2.50 city tax per night per room.
- Special requests cannot be guaranteed, however hotels will do their best to honor all requests. Hotels will assign specific room types upon check-in, based on availability.

Guest Information

Arrival Date: ___/___/___ Arrival Time if known _____ a.m. p.m.

Departure Date: ___/___/___

Note: if specific dates are not listed, the official convention dates shown at the top of this form will be assigned.

First Name: _____ M.I. _____ Last Name: _____

E-mail Address: _____

Telephone: (Daytime) (____) _____ Fax: (____) _____

(if outside of the USA-Canada, please include city and country codes for phone and fax numbers)

Address 1: _____

Address 2: _____

City: _____ State/Province: _____ ZIP/Postal Code: _____ Country: _____

Hotel Preference (Please list the hotels in order of preference. See hotel listing and location map.)

___ Renaissance Hotel

___ Hilton Nashville Downtown

___ Sheraton Nashville Downtown

___ Doubletree Hotel

___ Millennium Maxwell House

If you fail to list more than one hotel, or if all requested hotels are unavailable, a reservation will be made at the next available hotel.

Please indicate which criterion is most important:

Comparable room rate Proximity to Convention Center

Room Request | Circle bed(s) requested: (**1 bed** | **2 beds**) Due to limited availability, select 2 beds only if necessary.

List all room occupants: Circle # of occupants: (**1** | **2** | **3** | **4**)

1. _____ 2. _____

3. _____ 4. _____

Non-smoking Check here if you have a disability requiring special services

Special requests: _____

Guarantee Information

Credit Card: Visa Mastercard American Express Discover Other

Card Number: _____

Name on Credit Card: _____ Expiration Date: (must be after July 2011) _____

Cardholder's Signature: _____

Make your reservations online at: www.disciples.org/ga, by fax: 615-259-4126 or by phone: 877-259-4716
By Mail: General Assembly Housing Bureau, 150 4th Ave. N, Ste G250, Nashville, TN 37219.

HOTEL / MOTEL LISTINGS

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Room rates do not include tax*	Sngl/DbI Rates	Free Parking	Swimming Pool	Internet
DOWNTOWN HOTELS				
1. Renaissance Hotel (HQ Hotel) 611 Commerce Street	\$134		●	●
2. Hilton Nashville Downtown 121 4th Avenue South	\$125		●	●
3. Sheraton Nashville Downtown 623 Union Street	\$123		●	●
4. Doubletree Hotel 315 4th Avenue North	\$112		●	●
5. Millennium Maxwell House 2025 Rosa L. Parks Blvd.	\$101	●	●	●

Hotel availability changes daily. Please visit the General Assembly website or contact the Nashville Convention & Visitors Housing Bureau 1-800-657-6910 for the latest information on hotel room accommodations.

PLANNING YOUR TRAVEL

General Assembly opens Saturday afternoon, July 9, 2011. Commissioning Worship ends Wednesday night, July 13, 2011. Please plan your arrival and departure reservations accordingly, including any Pre-Assembly and/or Post-Assembly meetings you may attend.

Ground Transport (Airport to Downtown)

Downtown Nashville - 10-15 minute drive from the airport

- **SHARED RIDES** - (Shuttle Services)
www.graylinenashville.com, www.supershuttle.com, www.inshuttle.com
- **TAXI** - Ground level of the airport - \$25* one-way flat rate to the Nashville downtown
- **CAR RENTAL** - Ground level of the airport

Ground Transport (General)

- **BUS** - Nashville MTA - www.nashvillemta.org
- **MUSIC CITY CIRCUIT** - Free, convenient, diesel hybrid shuttle bus downtown and the Gulch
<http://nashvillemta.org/setpage.asp?page=musiccitycircuit.html>
- **CAR SHARING** - Need a car but don't want to bother with a full rental? Get the WeCar, a new car-sharing service in downtown Nashville - low-cost, fuel-efficient vehicle
http://www.parkitdowntown.com/getting_around/WeCar/
- **TAXIS** - Readily available in the downtown area
- **BUS** - Nashville MTA's route 18 Airport/Elm Hill Pike bus between the Nashville International Airport and Downtown's Music City Central Bus Terminal. (under \$2*)
http://nashvillemta.org/setpage.asp?page=airport_service.html

*prices listed are subject to change

Please make your reservation with one of the listed properties. Housing reservations outside this block affect the General Assembly's negotiating power for future assemblies and could result in costly attrition fees to the church.



Housing Questions?

Call: 615-259-4700 / 877-259-4716
 Fax: 615-259-4126
 Email: ncvbhousing@visitmusiccity.com

Mailing Address:
 Housing Bureau
 150 4th Avenue North, Ste G-250
 Nashville, TN 37219, USA

Register online at www.disciples.org/ga and help the Assembly be GREEN