Hotel Reservation Information

2012 Summer Highway & Bridge Professional Development Program

August 26-28, 2012 | The Otesaga Resort Hotel—Cooperstown, NY

Hotel Check-in Time 3:00 pm / Check-out Time: 1:00pm

You must use the Reservation Form to make your reservation.

Return the Reservation Form to The Otesaga Resort Hotel Reservation Dept.,

60 Lake Street, Cooperstown, NY; fax: 607-547-9675; email: reservation1@otesaga.com

SPACE IS LIMITED!

Rooms will sell out. Rooms will be awarded on a first come, first serve basis.

HOTEL RESERVATION DEADLINE IS AUGUST 1

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

- 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.
- The Otesaga Resort is 100% Smoke Free

Two Night Hotel Package (Arriving Sunday, August 26 – Departing Tuesday, August 28)

Single Occupancy - $385 per night plus tax, includes hotel accommodations for Sunday and Monday;
1 Sunday President Welcome Dinner, 2 Breakfast Buffets, 2 Lunch Buffets, and 1 Reception/Banquet

Double Occupancy - $480 per night plus tax, includes hotel accommodations for Sunday and Monday;
2 Sunday President Welcome Dinner, 4 Breakfast Buffets, 4 Lunch Buffets, and 2 Reception/Banquets

See Reservation Form for child pricing.

Early Arrivals/Late Departures

The rate for early arrivals and late departures (for those reserving a hotel package) is $199 per night plus tax for standard room single occupancy includes breakfast; $214 per night plus tax for standard room double occupancy, includes breakfast.

Tax Exemption

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.

Program Registration Form

IMPORTANT DEADLINES

Early Conference Registration Deadline: August 6, 2012 (Save $100)
Final Conference Registration Deadline: August 17, 2012
Online registration is now available.
Visit www.countyhwys.org to register today!

PLEASE COMPLETE ONE REGISTRATION FORM PER PARTICIPANT. Please feel free to make copies of this form. Additional copies are also available on line at **www.countyhwys.org**.

NAME _____

TITLE _____

COUNTY _____

COMPANY NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ FAX _____

E-MAIL _____

REGISTRATION DETAILS

Register early and save an additional $100 per registration by completing and returning your registration form with payment prior to **August 6th**. All conference attendees can audit any conference program for no additional cost. The PDH programs are complimentary to Professional Engineers seeking credits.

- **Full Conference Tuition** (Regular & Affiliate Members)
  NYSCHSA Member Rates
  $175 (before 8/6); and $275 (after 8/6)
- **Non-Member Tuition***
  $450 (before 8/6); and $550 (after 8/6)
- **Retiree Tuition** (Regular members that are fully retired) $50
- **Spouse or Guest Rate** - $50
  Spouse/Guest Name:_____

REGISTRATION TOTAL ..... $_____

CEC TRAINING PROGRAM

Please check below if applicable

❑ I am a professional engineer/land surveyor participating in the CEC Training program for PDH credits.

COMMUTER OR PART-TIME CONFERENCE PARTICIPANTS

(For those not staying at the hotel)
Those who do not reserve a hotel package at The Otesaga Resort or plan to attend day sessions/events only, will need to pay the applicable program registration rate plus the cost of any meals they plan to attend.

- ❑ **Sunday President Welcome Dinner** ($70)_____
- ❑ **Monday Breakfast Buffet** ($28)_____
- ❑ **Monday Lunch Buffet** ($32)_____
- ❑ **Monday Reception/Banquet** ($85)_____
- ❑ **Tuesday Breakfast Buffet** ($28)_____
- ❑ **Tuesday Lunch Buffet** ($32)_____

TOTAL COST OF MEALS $_____

SPONSORSHIP

YES, please include my company as a Conference Sponsor!

- ❑ **Platinum-$7500**
- ❑ **Gold-$5000**
- ❑ **Silver-$2000**
- ❑ **Bronze-$1000**
- ❑ **Golf Hole Sponsorship-$250 Each**
- ❑ **New! Silent Auction** - *Donate an item for the auction (min. $100 value)*

Item:_____

CONFERENCE TOTALS

Conference Registration ..... $_____
Commuter Meals ..... $_____
Sponsorhip ..... $_____
Total Amount ..... $_____

PAYMENT OPTIONS

Credit Card

Credit Card Number _____

Security Code _____

Expiration Date _____

Name on Card _____

Address _____

City/State/Zip _____

Completed forms can be faxed to 518-465-1942 or emailed to info@countyhwys.org.

Check

Please make all checks and vouchers payable in US Dollars to The New York State County Highway Superintendents Association and **return this form and payment by August 17th** to NYSCHSA at the address listed below. Hotel reservations must be made directly with The Otesaga Resort Hotel.

NYS County Highway Superintendents Association
Continuing Education Consortium
136 Everett Road | Albany, NY 12205 | 518-465-1694

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