

ANNUAL SESSION – MONDAY, APRIL 2 - FRIDAY, APRIL 6, 2012
HYATT REGENCY JACKSONVILLE RIVERFRONT

OFFICIAL HOUSING RESERVATION FORM

The Hyatt Regency Jacksonville Riverfront is the Official Headquarters Hotel for our 2012 Annual Session. Rate listed below.
Deposit: A one-night deposit must accompany each room reservation if paying by check. Only reservations with deposits will be processed. Make check payable to the hotel and mail to 225 E. Coastline Dr; Jacksonville, FL 32202.

Credit Card Reservation: Call 1-888 421-1442 or fax 1 904-633-9988.

Online Reservations: Visit FGBCI.org and click on the hotel link.

Deadline to make reservations: Thursday, March 8, 2012.

Rates are effective three days before and three days after the convention based on availability.

Cancellation Policy: Reservations must be canceled at least 24 hours before arrival to avoid a one night room and tax penalty

***TAX EXEMPTION ELIGIBILITY:** State of Florida Tax Certificate required at check in. Payment must be by church check or church credit card and must match tax certificate. Questions regarding tax exemption call 1-850 487-4130.

Important Information: No checks accepted at check-in or check-out. All checks must be received at hotel by March 7.

Complete a separate form for each room requested. Complete each part in detail. Please type or print.

1. Name _____

Address _____
Street City Zip Code

Telephone Number () Fax () Email _____

2. Rooms will be assigned on a first come, first serve bases.

Room Type: (based on availability) ___ King Bed ___ Two Beds ___ Handicap accessible

3. Print names of all persons sharing room

4. Arrival Day/Date _____ Depart Day/Date _____

5. Method of Payment (Check) Enclosed \$ _____ (1st night deposit)

Credit Card: ___ American Express ___ Discover ___ Diners ___ Master Card ___ VISA

Credit Card Number _____ Expiration Date _____

Name on Card _____

Signature _____

HOTEL INFORMATION

HOTEL NAME, ADDRESS, PHONE	RATE PER NIGHT	TAX*	SURCHARGE	TOTAL PER NIGHT
Hyatt Regency Jacksonville Riverfront	\$125 Single/Double/Triple/Quad	13%	1%	\$141.257
225 E. Coastline Dr	\$6 Discount Self Park			
Jacksonville, FL 32202	\$20 Valet Parking			
904 588-1234				
Check-in: 3:00PM; Check-out: Noon				

Questions Contact:

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904.768-0370-Phone

904.207.7697-Fax

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Office Hours: Tuesday Noon – 7:00PM; Wednesday – Thursday 9:00AM – 5:00PM; Friday: 9:00AM – 7:00PM

Visit www.fgbc.org for convention information and to make all of your travel arrangements.