**Sheraton Four Seasons Hotel and Koury Convention Ctr.**

3212 West Gate City Blvd. High Point Road at I-40, 

Greensboro, NC  27407

**Rate:** $162.00 + 12.75% tax = $182.65 per night

**Phone Number:** 336-292-9161  
**Fax:** 336-323-4876

**Hotel Deadline:** January 15, 2020
NC SENIOR BETA (FEBRUARY 5-6, 2020)

PRELIMINARY HOUSING REQUEST

Please Print or Type:

Sheraton Greensboro Hotel/Joseph S. Koury Convention Center

3121 West Gate City Blvd.

Greensboro, N.C. 27407

Phone : 336-292-9161 Ext. 4060

Email: dmillang@sheratongreensboro.com (Debi Millang)

The hotel deadline to reserve rooms is January 15, 2020 however, the group block may sell out prior to this date.

Room Rate: $162 + 12.75% tax = $182.65 per night, per room.

The cancellation/change deadline is Monday, January 27, 2020. Absolutely no cancellations/changes will be accepted after this date.

A credit card is required to hold all reservations. NO EXCEPTIONS!

Name of School: __________________________________________

Advisor/Sponsor: _________________________________________

School Address: __________________________________________

_________________________________________________

School Phone & Fax: _____________________________________

Cell Phone #: ___________________________________________

Email Address: __________________________________________

Arrival Date : _____________

Departure Date: __________

Total Number of Rooms Requested: ________

Credit Card # _________________________________ Expiration Date ____________
North Carolina Senior Beta Club Convention 2020

Housing Reservations Information

Conference Dates: February 5-6, 2020

All housing reservations for Junior Beta will be processed by the Sheraton Greensboro Hotel. Requests must be submitted in writing on the Housing Form on the following page. PHONE REQUESTS WILL NOT BE ACCEPTED. All forms will be entered in the date order that they are received. Upon the hotel’s completion of your school’s preliminary housing form; a confirmation list with the total amount due will be emailed to the email address provided on the housing form along with a rooming list document or link to assign names to each room.

The hotel’s standard rooms consist of two double beds or one king sized bed. Lodging room assignments will be based on preference and specific room needs. The two double bed rooms will accommodate up to 4 persons only and the king rooms will accommodate up to 2 persons only. Due to fire codes the hotel is unable to allow a rollaway bed in a room with two double beds. Suite options may be available upon request.

Special requests of schools traveling together will need to be noted on the housing form. We will make every effort to block rooms together for those schools that have made this request. Organization of the student rooms will be the responsibility of the advisors. The hotel will not be able to divide the room rates of students from different schools that are rooming together. The school that lists the student name(s) on their housing form is responsible for payment for that room. The hotel cannot discern duplicated names and we hold the number of rooms that is indicated on each form. If both schools list the shared student information, both schools will be charged in FULL for all rooms on the housing form.

The cancellation and change deadline is Wednesday, January 29, 2020. All final rooming lists will need to be emailed to Betsy Garland dmillang@sheratongreensboro.com. No changes will be made after the deadline. In order to process your reservations correctly, block the rooms together, and prepare room keys and bills, we MUST ask that you respect the deadline date. Any rooms cancelled after deadline date of Wednesday, January 29, 2020 will be charged the first night deposit plus tax per room.

A credit card with a valid expiration date through 2/2020 is required to hold all reservations. NO EXCEPTIONS! Please complete all information on the housing form. Incomplete forms will be held until all information is provided.
Please complete the rooming list below with first and last names. Make additional copies if needed.

Please indicate an (A) for the adults and (S) for the students.

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