

HOTEL GROUP RESERVATION FORM
COLORADO STATE FIRE CHIEFS' ASSOCIATION
GROUP CODE: CK2FC1

Fire Leadership Challenge 2011 –“The Leadership Challenge: Leadership vs. Crisis Management”
Keystone Resort & Conference Center, Keystone, Colorado
November 28, 29, 30, December 1 and 2, 2011

Make Reservations directly with the Resort by October 27, 2011

Name: _____
Billing Address: _____
City: _____ State: _____ Zip Code: _____
Daytime Phone: _____ Evening Phone: _____
Email Address (needed for reservation confirmation): _____
Arrival Date: _____ Departure Date: _____ # of Nights _____ # of People per Room _____

First and Last Names of People in Room (First person listed will be responsible for payment of room, tax, and all incidental charges; bill can be split upon checkout if requested):

Please select the type of accommodation(s), list 3 options in order of preference:

Keystone Lodge: Single (\$135)____ Double (\$135)____ Triple(\$155)____ Quad (\$175)____
Keystone Lodge Loft: Single (\$170)____ Double (\$170)____ Triple(\$190)____ Quad (\$210)____
Inn at Keystone: Single (\$104)____ Double (\$104)____ Triple(\$114)____ Quad (\$124)____
Conference Village Studio: Single (\$120)____ Double (\$120)____
Conference Village 1 Bedroom Condo: Single (\$135)____ Double (\$135)____ Triple(\$155)____ Quad (\$175)____
Conference Village 2 Bedroom Condo: (\$200)____
Conference Village 3 Bedroom Condo: (\$250)____

Additional unit sizes and locations available, please call for more information.

All rates are per night, before tax & surcharge.

***Each additional person occupying the same condominium suite** over the standard occupancy will be charged \$20.00 per night. Children 12 and under stay free when accompanied by parent or guardian. Maximum occupancy may not be exceeded and additional beds will not be furnished.

***For guests wishing to extend their stay**, these rates will be honored three days prior and three days after the official conference dates, subject to, and limited by, space availability.

***A surcharge and applicable taxes**, currently 12.02%, will be added to each room. Check-in time is after 4:00 pm and check-out time is before 11:00 am. Guests may check in earlier, based on availability.

***Reservation form must be received by October 27, 2011**; requests for rooms/suites received after this date will be handled on a space available basis.

***Deposit and Cancellation Policy:** A deposit in the form of a credit card equal to one night's lodging is due together with the room request form. All reservations made require one night's deposit in the form of a credit card. After a deposit is received, a confirmation will be sent. Keystone will offer transportation packages to attendees making reservations. Cancellations within 30 days of arrival are subject to forfeiture of full deposit amount. Cancellations outside of 30 days of arrival will result in return of deposit less a \$30.00 processing fee. No shows, late arrivals and early departures will be charged the room rate for the entire reserved stay.

Credit Card Information for Deposit:

Type of Card: ___ Visa ___ MasterCard ___ American Express ___ Discover
Credit Card Number: _____ Expiration Date: _____
Signature: _____ Date: _____

Please complete form including method of payment for deposit and fax to: 970-496-4343 or
Reservations phone number: 800-258-0437
Refer to Group Code CK2FC1