

2011 Dallas leadership summit

Pre-Paid Legal Services, Inc.

American Airlines Center
2500 Victory Avenue

SEPTEMBER 8-10

Tue 6TH Wed 7TH Thu 8TH Fri 9TH Sat 10TH

WEDNESDAY: Specialized Training
THURSDAY: Specialized Training & ED Banquet
FRIDAY: Sessions 1 & 2
SATURDAY: Sessions 3 & 4

HOST HOTEL ROOM reservation form

A two-night minimum stay is required through the Pre-Paid Legal room block. Incomplete forms will not be processed. Deposits on standard rooms will be charged upon receipt of reservation form. Suite reservations are available upon request only and half the amount due will be charged upon receipt of the reservation form. All balances for suites and standard rooms will be due on July 21st.

HYATT REGENCY [300 REUNION BLVD.]

NUMBER of ROOMS	ROOM RATE	RATE W/TAX
___ King	\$139	\$159.85
___ Double	\$139	\$159.85
___ Triple/Quad	\$159	\$182.85

Suites are subject to availability and half the amount due will be charged upon receipt of the reservation form.

___ Sunset Suite	\$330	\$379.50
<i>King bed w/living area, parlor, table and wet bar [951 sq ft]</i>		
___ Horizon Suite	\$330	\$379.50
<i>King bed w/living area, parlor, table and wet bar [851 sq ft]</i>		
___ Penthouse Suite	\$495	\$569.25
<i>1 or 2 bedrooms w/sitting and work area, bar and fridge [980 sq ft]</i>		

Check In Date _____ Check Out Date _____

SHERATON [400 N. OLIVE ST.]

NUMBER of ROOMS	ROOM RATE	RATE W/TAX
___ Double	\$112	\$131.60
___ King	\$112	\$131.60

Suites are subject to availability and half the amount due will be charged upon receipt of the reservation form.

___ Executive	\$250	\$293.75
<i>King bed w/living area, work area and dining table for 4</i>		
___ Dallas	\$375	\$440.63
<i>Bedroom, master bath w/separate living area and guest bathroom</i>		
___ Presidential	\$900	\$1,057.50
<i>Two bedrooms with open living room and dining area</i>		

Check In Date _____ Check Out Date _____

Any additional nights before Sept. 6 or after Sept. 10 are not available through the company's room block. These dates must be booked separately by contacting the host hotel directly.

Associate Number _____

Associate Name _____

Additional Guests Names _____

Address _____

City _____

State/Province _____ Zip/Postal Code _____

Phone Number _____

Alternate phone _____

Email address _____

Credit Card Number _____

Expiration Date _____

To hold my reservation for a standard room, I authorize you to immediately charge my account in the amount of \$ _____ as a deposit which is an amount equal to one night's room and tax for each room I have requested. I authorize you to charge my account on July 21, 2011 which is the remaining balance for each room (rate w/tax multiplied by the total room nights). I understand that any change request or cancellation must be submitted in writing to adatravel@ppsl.com. Any cancellation/change request received before July 21, 2011, may result in fees from \$25 up to 50% of your deposit. After July 21, 2011, any changes to or cancellations of my room reservation may result in fees from \$25 up to the full cost of my stay. **I authorize you to charge my card for \$ _____, half the amount due for my suite.** I understand that any cancellations of suites could result in the same penalties that apply for a standard room.

Signature _____

Please keep a copy of this form for your records and make note of the charge date. This is the only notice you will have of the charge amount and date. Remember, room types are subject to availability as a limited number of suites are available. Requests are processed in the order received, and if your suite is not available, you will be booked in a King room unless you note otherwise.

NOTE: No changes will be made after August 31, 2011.

Two daily DART passes will be provided for each room night booked.

I am supporting the _____ team/organization's **Breakout Session** by staying at the Host Hotel.

NAME of TEAM or ORGANIZATION

PLEASE FAX YOUR COMPLETED FORM TO 580-436-0139.