



FLORIDA HIGH SCHOOLS MODEL UNITED NATIONS



GROUP RESERVATION FORM

February 28<sup>th</sup> – March 4<sup>th</sup> , 2019

School Name: \_\_\_\_\_

School Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**ROOM BLOCK INFORMATION (All guestrooms will have two Queen beds)**

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

Room rate: **\$125.00** per room per night Total guest rooms needed per night: \_\_\_\_\_

**CREDIT CARD GUARANTEE INFORMATION**

Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name on card: \_\_\_\_\_

Billing address of card holder: \_\_\_\_\_

\_\_\_\_\_

Will credit card be paying for rooms upon arrival? YES \_\_\_\_\_ NO \_\_\_\_\_

Is your school Tax exempt in the state of Florida? Yes \_\_\_\_\_ NO \_\_\_\_\_

**Checklist:**

- Group reservation form completed
- Tax exemption form enclosed
- Rooming list enclosed
- Rooming list will be forwarded at a later date, please note this is due on or before January 28<sup>th</sup>, 2019.

**\*Please email completed documents to [Delrae.Mills@hilton.com](mailto:Delrae.Mills@hilton.com)**

Questions? Please contact Delrae Mills 407-830-1985 ext. 4703 or email: [Delrae.Mills@hilton.com](mailto:Delrae.Mills@hilton.com)

**ROOMING LIST:** Reservations with a complete list of students are due on or before **January 28<sup>th</sup>, 2019**

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**ROOMING LIST**

School Name: \_\_\_\_\_

Arrival date: \_\_\_\_\_ Departure date: \_\_\_\_\_

	Name 1	Name 2	Name 3	Name 4
Room 1				
Room 2				
Room 3				
Room 4				
Room 5				
Room 6				
Room 7				
Room 8				
Room 9				
Room 10				
Room 11				
Room 12				
Room 13				
Room 14				
Room 15				

**Please email completed rooming list to [Delrae.Mills@hilton.com](mailto:Delrae.Mills@hilton.com)**

Questions, special requests, please contact Delrae Mills at 407-830-1985 ext. 4703 or email:  
[Delrae.Mills@hilton.com](mailto:Delrae.Mills@hilton.com)

*Group Confirmation Number: \_\_\_\_\_ (for hotel use only)*