

**TO BE COMPLETED BY ADVISOR ONLY**  
**OASC Spring Conference May 2 & 3, 2010**  
**HOTEL REGISTRATION FORM**

MAIL TO: Hilton Eugene & Conference Center  
 66 East Sixth Avenue, Eugene, Oregon 97401  
 OR CALL: 1-800-937-6660 — OR FAX: (541) 342-6661 (Attn: Jessica Mina)

**INSTRUCTIONS:**

1. All reservations must be made by faxing or mailing this form (see address & fax number above).
2. Please be sure to print legibly.
3. Duplicate a copy of your completed form to bring with you to the conference.
4. Ask to have advisor room placed near student rooms (it's important that you register early to make that happen!)
5. Please call in any changes, additions or cancellations as soon as possible, so rooms aren't tied up. (Call the number above.)

**ROOM RATES:** Standard Guestroom \$104.00 (add 10.5% city tax)  
*(rate guaranteed if you register by April 16)*

Advisor \_\_\_\_\_ School \_\_\_\_\_  
 School Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 School Phone \_\_\_\_\_ Home Phone \_\_\_\_\_  
 Email \_\_\_\_\_

**BELOW PLEASE INDICATE THE DATE(S), AND TYPES OF ROOMS NEEDED. THANK YOU.**

Dates Required	Type of Room Single, Double, Triple, Quad	Occupants' Names	M/F	CHECK ONE	
				Student	Advisor

Advisor's Signature \_\_\_\_\_

**METHOD OF PAYMENT**

- |  |                       |
|--|-----------------------|
| <input type="checkbox"/> Check Enclosed                  | Total Amount \$ _____ |
| <input type="checkbox"/> Purchase Order Enclosed # _____ | Total Amount \$ _____ |
| <input type="checkbox"/> Will pay when I pick up keys    | Total Amount \$ _____ |