

Housing Form

Housing requests can be submitted in writing, by phone, or fax. Reservations will be made on a first-come, first-served basis. The standard room rate is \$109 per day (single or double). All room rates are quoted exclusive of applicable state and local taxes.

These rates will be offered one (1) day prior and one (1) day after the Institute dates, subject to availability of rooms at the time of reservation. The cut-off date for accepting reservations at the discounted rate is October 15, 2005. Reservations received after 5:00 pm EST at the hotel or by the Early Childhood Institute office will be accepted at the hotel's prevailing rate, based on availability. Hotel check-in time is 3:00 pm. Checkout time is 11:00 am. Hotel reservation requests should be directed to:

Sophia Bishop-Rice
The Center for Children, Families and Public Policy
Lesley University
29 Everett Street Cambridge, MA 02138
800.999.1959 ext. 8924 phone
617.349.8125 fax
srice@lesley.edu

Acknowledgements will be sent from Lesley University's Center for Children, Families and Public Policy after each reservation booking, modification and/or cancellation. Please review all information for accuracy.

Name _____

Institution/Company _____

Mailing Address _____

City _____ State/Country _____ Zip _____

Daytime phone (_____) _____ Fax number (_____) _____

Email address _____

Please reserve (check your choices):

Single Smoking Double Non-Smoking Total people in room: _____

List all additional guests: (1) _____ (2) _____

Special Needs _____

Check-in Date: _____ Check-out Date: _____

All reservations subject to 72-hour cancellation policy.

A confirmation will be emailed to you with three to five business days.

Payment method:

Credit Card: American Express Discover MasterCard Visa

Number

Expiration Date

Signature