



# NEW YORK STATE TOWN CLERKS ASSOCIATION



August 16-19, 2020

To make your conference reservation please mail or fax (not both) this form to the address below:

**ONE FORM PER PERSON**  
**The Desmond Hotel and Conference Center**  
**Attention: Reservations**  
**660 Albany Shaker Road, Albany, New York 12211**  
**FAX: (518) 640-6068**

FORMS MUST BE RECEIVED NO LATER THEN **July 30, 2020**

Check In Time: 4:00PM

Check Out Time: 12:00PM

<b>THREE NIGHT PACKAGE 8/16/20:</b>	<b>TWO NIGHT PACKAGE – 8/16/20:</b>	<b>TWO NIGHT PACKAGE – 8/17/20 :</b>
Sunday 8/16/20 – Wednesday 8/19/20 Includes Deluxe Overnight Accommodations for (3) nights (Sunday, Monday and Tuesday) and 3 Breakfasts, 3 Lunches and 2 Dinners	Sunday 8/16/20 – Tuesday 8/18/20 Includes Deluxe Overnight Accommodations for (2) nights (Sunday and Monday) and 2 Breakfasts, 2 Lunches and 1 Dinner	Monday 8/17/20 – Wednesday 8/19/20 Includes Deluxe Overnight Accommodations for (2) nights (Monday and Tuesday) 2 Breakfasts, 2 Lunches and 1 Banquet Dinner
Package is Tax Exempt and includes service charge.	Package is Tax Exempt and includes service charge.	Package is Tax Exempt and includes service charge.
<input type="checkbox"/> <b>\$717.00 per person Single Occupancy</b>	<input type="checkbox"/> <b>\$457.00 per person Single Occupancy</b>	<input type="checkbox"/> <b>\$468.00 per person Single Occupancy</b>
<input type="checkbox"/> <b>\$514.00 per person Double Occupancy</b>	<input type="checkbox"/> <b>\$322.00 per person Double Occupancy</b>	<input type="checkbox"/> <b>\$333.00 per person Double Occupancy</b>
<input type="checkbox"/> <b>\$457.00 per person Triple Occupancy</b>	<input type="checkbox"/> <b>\$283.00 per person Triple Occupancy</b>	<input type="checkbox"/> <b>\$294.00 per person Triple Occupancy</b>
<input type="checkbox"/> <b>\$428.00 per person Quad Occupancy</b>	<input type="checkbox"/> <b>\$264.00 per person Quad Occupancy</b>	<input type="checkbox"/> <b>\$275.00 per person Quad Occupancy</b>

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

ROOMMATES NAME: \_\_\_\_\_

ROOMMATES NAME: \_\_\_\_\_

### **Method of Guarantee & Payment**

All Reservations Must Be Guaranteed For Arrival For This Reservation To Be Accepted. Valid **Purchase Orders, Checks** (Received At Least 14 Days Prior To Arrival) And **Major Credit Cards** Are Accepted. **Reservations Must Be Cancelled Without Charge No Later Than Friday, July 30, 2020.** Should You Fail To Arrive Or Cancel After July 30, 2020 You Will Be Charged For The Entire Package.

*\*Prevailing Taxes Will Apply To Packages Without A Valid NYS Tax Exempt Form\**

CREDIT CARD# \_\_\_\_\_ EXP: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**Make Checks Or Purchase Orders Payable To The Desmond Hotel**  
**DO NOT SEND CURRENCY**

