

The Palace Hotel San Francisco

**HOTEL RESERVATION REQUEST FORM**

University of Rochester School of Medicine & Dentistry  
*12<sup>th</sup> International Conference on*  
**MECHANISMS and TREATMENT of NEUROPATHIC PAIN**  
**NOVEMBER 19 - 21, 2009**

*(Please print clearly or type)*

Name: \_\_\_\_\_  
Last (Family) Name First name

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

\_\_\_\_\_

(City) (Province/State) (Country) (Postal/Zip Code)

Phone number: \_\_\_\_\_ FAX number: \_\_\_\_\_

E-Mail \_\_\_\_\_

Arrival Day/Date: \_\_\_\_\_ Departure Day/Date: \_\_\_\_\_

**RATES :**

Room	Single Rate	Double Rate
Run of House (1 Bed)	\$229	\$229
Run of House (2 Beds)	\$229	\$229

**RESERVE:** Check-in time is 3:00 p.m. Checkout time is Noon.

\_\_\_\_\_ (# of rooms) for \_\_\_\_\_ (# adults) \_\_\_\_\_ (# children)

**SPECIAL REQUESTS:** Subject to availability

Note: All guestrooms are non-smoking

\_\_\_\_\_ King Bed \_\_\_\_\_ Two Double Beds \_\_\_\_\_ Other

**Note:** Rate based on single or double occupancy and does not include any meals. An additional charge of \$40.00 per night will apply to add a 3<sup>rd</sup> person in the room. Children under 18 stay for free in their parents' room using existing bedding. Room type is on a request basis and subject to availability. Group Rates will apply 3 days prior and 3 days after the main conference dates, subject to availability.

**Add to the Room Rate:** approximately 15.58% applicable state and local taxes

**All reservations MUST be guaranteed by credit card.** The deposit (one night's stay) will be refunded if cancellation occurs at least 72 hours before arrival date. If cancellation occurs less than 72 hours prior to arrival, the deposit is non-refundable. Please retain the cancellation number provided.

**Method of Guarantee:**

Visa  MasterCard  American Express

Credit Card #: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_

Signature: \_\_\_\_\_

The hotel must receive all room reservations by **October 29, 2009**. Reservations received after this date will be confirmed on a space and rate availability basis.

**To make Reservations, please mail or fax this form to:**

**THE PALACE HOTEL San Francisco**  
**Attn: Guestroom Reservations**  
**2 Montgomery Street**  
**San Francisco, CA 94105-3402**  
**Fax: (415) 243-4120**

For inquiries or changes regarding room reservations, please contact the hotel at:

(415) 512-1111 or toll free (888) 627-7196.

E-mail address: [palacereservations@luxurycollection.com](mailto:palacereservations@luxurycollection.com)