

## IDEA 2022 HOTEL ROOM BLOCK REQUEST FORM

See the separate documents for instructions, rates and details. **Please be sure that hospitality events are not scheduled during the hours of any official IDEA 2022 event.**

**Please type or print all information in black ink. Thank you.**

Exhibiting Company \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

Country \_\_\_\_\_ Booth # \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**For Reservation Purposes this credit card will be used to hold your rooms, unless alternate payment details are indicated on the rooming list form:**

Card Type:  AMEX  DC  DISC  MC  VISA

Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Card Holder Name \_\_\_\_\_

### HOTEL REQUESTS

List your hotel choices, in order of preferences:

1<sup>st</sup> choice: \_\_\_\_\_

4<sup>th</sup> choice: \_\_\_\_\_

2<sup>nd</sup> choice: \_\_\_\_\_

5<sup>th</sup> choice: \_\_\_\_\_

3<sup>rd</sup> choice: \_\_\_\_\_

6<sup>th</sup> choice: \_\_\_\_\_

**In the grid below, indicate the number of rooms required for each night. Please attach a rooming list providing names, arrival/departure patterns and credit card numbers to guarantee the rooms.**

| DATE                     | # OF ROOMS |
|--------------------------|------------|
| Tuesday March 22, 2022   |            |
| Wednesday March 23, 2022 |            |
| Thursday March 24, 2022  |            |
| Friday March 25, 2022    |            |
| Saturday March 26, 2022  |            |
| Sunday March 27, 2022    |            |

| DATE                     | # OF ROOMS |
|--------------------------|------------|
| Monday March 28, 2022    |            |
| Tuesday March 29, 2022   |            |
| Wednesday March 30, 2022 |            |
| Thursday March 31, 2022  |            |
| Friday April 1, 2022     |            |
| Saturday April 2, 2022   |            |

### HOSPITALITY SUITE/MEETING SPACE REQUESTS

If you are interested in reserving a Hospitality Suite or meeting space at a hotel while in Miami Beach, please check here and someone from D. VanEvery & Associates will contact you to make arrangements.

### ACKNOWLEDGEMENT OF HOTEL REQUESTS

Once D. VanEvery & Associates receives your hotel requests, an acknowledgement will be sent to you in 5-10 business days. Please provide the email address you would like to receive the acknowledgement.

Email (please print): \_\_\_\_\_

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

**Date:** \_\_\_\_\_

### Mail or E-mail Completed Form to:

D. VanEvery & Associates  
1919 Hwy 35 North, PBM 213  
Rockport, TX 78382

Telephone: +1 (361) 790-7000

Fax: +1 (361) 288-7803

Email: [debra@dvanevery.com](mailto:debra@dvanevery.com)