

*Colorado State Council*  
*110th Annual State Convention*  
 April 26 - 29, 2012 – Embassy Suites Loveland, CO

## HOSPITALITY ROOM RESERVATION FORM

*The Colorado State Council will be assigning all the hospitality rooms.*  
**ALL HOSPITALITY ROOM RESERVATIONS**  
*will be made through Convention Chairman, Paul Patricca*  
*However, payment will be made directly to the hotel upon check-in.*

1. The room rate for a hospitality room is **\$119.00 per night**, plus tax.
2. The entity renting a hospitality room will be responsible for paying a **one-time \$75 labor fee**. This is NOT an optional charge! The furniture from the sitting area will be removed in advance of your arrival. Note: The Banquet Dept/Room Service **may** charge for ice.
3. Signage within or around the hospitality rooms must conform to all guidelines established by the State Council. The State Advocate will forward those guidelines at a later date.
4. **Complete the Hospitality Room Reservation Request form below and mail it with your check for \$75.00 to:**

**Paul Patricca, K of C Convention Chairman**  
**COLORADO STATE K of C CONVENTION**  
**8320 West Calhoun Drive**  
**Littleton, Colorado 80123**

\*\*\*We will guarantee the reservation against the Master Account. However, you will need to provide a check, cash or credit card upon check-in.

### Deadline:

**Must be received by Saturday, March 31st**

## HOSPITALITY ROOM RESERVATION REQUEST

<b>Group: Council – Assembly – District – Individual</b>	
<b>Name &amp; Number</b>	
<b>Arrival Date: Thursday - Friday – Saturday</b>	
<b>Number of Nights</b>	
<b>List names of individuals authorized to receive key</b>	

\*\*Should you have any questions, you can call Paul Patricca at 303-933-8479\*\*  
 CONV STAFF USE ONLY) Assigned Room # \_\_\_\_\_