

**HOUSING/TRAVEL FORM for ASEA/AFSCME Local 52, AFL-CIO
13th BIENNIAL CONVENTION 2010**

TO: ASEA/AFSCME LOCAL 52 via FAX (907) 277-5206

Attn: Melanie Harris

HOTEL ACCOMMODATIONS

Hotel Captain Cook – Downtown Anchorage

Name (FULL Legal name* as reflected on valid Gov't ID necessary to board airplane) _____ Date of Birth* _____ Daytime Telephone _____

Home Mailing Address _____

City _____ State _____ Zip Code _____

E-mail (HOME and/or WORK) _____

Delegate Alternate Chapter _____

**TSA & all airlines require traveler's date of birth and middle name or initial reflected on valid government ID during the reservation process.*

 Non-Smoking Smoking 1 King Bed 2 Doubles

Check here if you prefer an accessible room or have other requirements.

Preferences are subject to hotel availability.

ASEA/AFSCME Local 52 is responsible for ROOM and TAX ONLY; PAYMENT OF INCIDENTAL EXPENSES IS THE RESPONSIBILITY OF EACH INDIVIDUAL. When checking into the hotel, a valid credit card or cash deposit is required.

This completed, signed form **MUST** be received in the ASEA Anchorage office NO LATER THAN February 22, 2010. ASEA staff will make travel and hotel arrangements for delegates to attend the ASEA/AFSCME Local 52 Biennial Convention to be held in Anchorage, March 18, 19, 20 & 21, 2010. Electronic tickets will be sent via your email address.

Signature

Date

If you wish to receive Alaska Airline Mileage Credit, please provide your frequent flyer number.

Delegate Registration for the convention will be held from 5:00 p.m. to 7 p.m. on Friday, March 19, 2010. Alternate Delegates must be registered no later than noon on Saturday, March 20, 2010.

**Please return by fax or e-mail, Melanie@afscmelocal52.org no later than
February 22, 2010.
(907) 277-5206 Fax**

Travel will be the least expensive method available, considering ticket cost and time spent in transit. Delegates who elect to extend their stay in Anchorage for personal reasons are expected to pay the difference if additional travel expenses are incurred as well as additional lodging and meal expenses.