

IEEE Program On-Campus Housing Reservation Form

For the nights of
August 1, 2 & 3, 2006
Cornell University

Name: _____ **F/M**
(last) (first) (middle initial) (gender)

Address: _____

Telephone: (____) _____ Fax: (____) _____ E-mail: _____

Name as you would prefer it appear on the Name Badge: _____

Emergency contact person. (other than someone accompanying you to Cornell):

_____ Full Name Day Phone Evening Phone
Will you be bringing a guest: _____ Guest Name: _____

Expected Arrival Date: _____ (Check-in after 2:00 pm 8/1/06 Expected Departure Date: _____ (by 10:00 am 8/4/06)

Residence Hall Housing

Single Room: \$55.00/night \$ _____
(one person per room)

Double Room: 40.50 per person per night \$ _____
(2 persons per room)

Total Enclosed : \$ _____

Residence Hall: The Residence Hall is air-conditioned. Rooms are arranged in "pods" off a corridor, with a shared bathroom per "pod" of 4 rooms. A kitchen (no utensils are provided), a T.V. lounge, and laundry facilities are available in the building. Each room has a telephone with toll free access within the Ithaca calling area. Long distance access via credit card or collect. Wake-up service is not available. You may bring your own alarm clock.

Housekeeping Service: Beds are made upon arrival with 2 sheets, 1 pillow, 1 pillowcase, 2 bath towels, 1 face cloth, 1 blanket & 1 bedspread provided. All bathrooms, bathrooms and common areas are cleaned daily, beds are made daily and fresh towels are provided.

Parking: Parking permits (\$5.00/day plus 8% sales tax) are required and will be available when you check in.

Payment

Full payment (U.S. bank check in U.S. dollars made payable to Cornell University, or credit card) ***must*** accompany this housing request. There is a \$50.00 fee for any returned checks or rejected credit cards. Registrations ***will not*** be processed until ***all fees*** are paid in full. A \$50.00 fee will be assessed for all cancellations. There are no refunds after June 4th.

If paying by credit card, check one: Master Card Visa American Express Discover Diners Club

Card Number: _____

Expiration Date (mm/yy): _____

Name as it appears on card: _____ Signature: _____

For inquiries about On-Campus Housing only:
Please call (607) 255-6290.
Fax #: 607-255-4722

SEND FORM WITH PAYMENT TO:

Eastman IEEE Conference
Cornell University
Conference Services
206 RPCC
Ithaca, NY 14853