

**109<sup>th</sup> SESSION OF THE NATIONAL BAPTIST CONGRESS OF CHRISTIAN EDUCATION  
DR. GEORGE W. WADDLES, SR., CONGRESS PRESIDENT**

**AUXILIARY OF THE NATIONAL BAPTIST CONVENTION USA, INC.  
DR. JULIUS R. SCRUGGS, NATIONAL PRESIDENT**



**DESIGNATED/GENERAL HOUSING FORM**

**JUNE 16 – JUNE 20, 2014**

**Dallas, Texas**

**HOTEL REQUEST:** Fax or mail (**Only One**) housing request form. Telephone reservations will **NOT** be accepted. A deposit of \$200.00 for each room must accompany all housing request. Deposits will be accepted in the form of **CERTIFIED CHECK, CHURCH CHECK, MONEY ORDER, OR CREDIT CARD**. Make checks and money orders payable to NBC Housing Bureau. A \$35.00 Service charge will be applied to checks returned for non-sufficient funds. No checks will be accepted after April 25, 2014.

**All reservation requests will be made through the Office of Conventions, Meetings & Planning. \*\*Fax or mail only once (Do not send form twice or deposit may be charged twice)\*\***

**DEADLINE:** **DESIGNATED – APRIL 14, 2014. GENERAL - MAY 16, 2014. GROUP BLOCKS – APRIL 4, 2014.** Requests received after the deadline could possibly be assigned at a hotel not in the housing package.

**DEPOSIT:** A \$200 deposit for each room reservation is required at the time of booking. Deposit will be accepted in the form of **CERTIFIED CHECK, CHURCH CHECK, MONEY ORDERS OR CREDIT CARD**. Make checks payable to the **NBC Housing Office**. Should your \$200 deposit check have insufficient funds or credit card be declined your room reservation will be cancelled.

**GROUP BLOCKS:** All multiple room requests must be submitted with a completed housing form, rooming list and required \$200 deposit per room. **All requests for 10 or more rooms regardless of group affiliation are subject to APPROVAL by the NBC Housing Office.**

**CHANGES/CANCELLATIONS:** Make changes and cancellations directly in writing only with the **NBC Housing Office**. Reservations secured with a check deposit will be assessed a \$25.00 processing fee if cancelled at any time. **ANY ROOM RESERVATION CANCELLED ON OR AFTER MAY 9, 2014 WILL FORFEIT THE \$200.00 DEPOSIT.** All no-shows will be charged one night's room and tax.

**ACCOMMODATIONS:** In the event none of your choices are available, every effort will be made to assign comparable housing based on your first choice. Bed types are **NOT** guaranteed and are assigned on a first come first served basis based on hotel availability.

**ROOM ACKNOWLEDGEMENTS & CONFIRMATIONS:** Acknowledgements will be sent after each reservation booking, modification and/or cancellation. Review acknowledgements carefully for accuracy. If you do not receive an acknowledgement within 14 days after any transaction, please call the NBC Housing Office at **866-531-3003**. The assigned hotel may or may not send confirmation numbers. Rate is inclusive of rebate/commission to the organization.

Mail or Fax (**NOT BOTH**)

**(Fax only if guaranteeing with a credit card)**

NBC Housing Office  
c/o Mt. Ollie Baptist Church  
1698 St. Marks Ave.  
P.O. Box 330512  
Brooklyn, NY 11233

TOLL FREE (866) 531-3003 FAX (718) 385-0140

**(PLEASE TYPE OR PRINT AND COMPLETE ALL INFORMATION) Dallas, TX 2014 General**

REGISTRANT: PERSON TO WHOM ACKNOWLEDGMENT WILL BE SENT

NAME: \_\_\_\_\_

ORGANIZATION/CHURCH: \_\_\_\_\_

MAILING ADDRESS OR P.O. BOX: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE \_\_\_\_\_

TELEPHONE NUMBER: DAY:(\_\_\_\_) \_\_\_\_\_ EVE:(\_\_\_\_) \_\_\_\_\_ FAX:(\_\_\_\_) \_\_\_\_\_

EMAIL: \_\_\_\_\_

**ROOM INFORMATION:**

ARRIVAL DATE: \_\_\_\_\_ DEPARTURE DATE: \_\_\_\_\_

**CHECK ONE:**

- KING (1 BED, 1or 2PERSONS)                       DOUBLE/DOUBLE (2 BEDS, 2 PERSONS)  
 TRIPLE (2 BEDS, 3 PERSONS)                       QUAD (2 BEDS, 4 PERSONS)  
 ONE BEDROOM SUITE (Upon request only)

Number of Adults \_\_\_\_\_ Number of Children \_\_\_\_\_

Occupant Names: \_\_\_\_\_

Special Requests: \_\_\_\_\_

**ENTER HOTEL CHOICE(S):**

1. \_\_\_\_\_ 2. \_\_\_\_\_  
3. \_\_\_\_\_ 4. \_\_\_\_\_

\_\_\_\_\_ **If I can not be placed in any of the above hotel choices, please return form and deposit.**

\_\_\_\_\_ **If my first choice is not available, my preference is a hotel with**

\_\_\_\_\_ **An inexpensive rate**    \_\_\_\_\_ **Closer to the Convention Center**    \_\_\_\_\_ **Adhere to bed type request**

**PAYMENT INFORMATION**

By signing below I am aware that it is at the discretion of the hotel to charge my card the \$200 Deposit in advance for my room request:

American Express     Discover     MasterCard     Visa     Other \_\_\_\_\_

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Name on Card: \_\_\_\_\_ Signature \_\_\_\_\_

***[ ] Enclosed is a check for a minimum deposit of \$200.00***

**Dallas, TX 2014**

<p><b>HOTEL NAME</b>  <b>Sales Tax is noted below</b>  <b>Not included in the room rates</b></p>	<p><b>Distance to the Dallas Convention Center</b></p>	<p><b>SINGLE/DOUBLE/TRIP/QUAD</b>  <b>1, 2, 3 or 4 Persons</b></p>	<p><b>SUITE RATE</b>  <b>(P+1=Parlor + 1Bedrm)</b></p>
<b>REVISED</b>			
<p><b>Omni Hotel - Headquarter</b>  <b>Parentbody/Moderators/Music Dept./</b>  <b>Ushers &amp; Nurses</b></p>	<p>Connected</p>	<p>\$139.00 + 15% Tax</p>	<p>Available Upon Request</p>
<p><b>Hyatt Hotel - Headquarter</b>  <b>Parentbody Overflow/Women's Auxiliary/</b>  <b>YPD/General Attendees</b></p>	<p>5 Blocks</p>	<p>\$149.00 + 15% Tax</p>	<p>Available Upon Request</p>
<p><b>Sheraton Hotel - Headquarter</b>  <b>Congress/Faculty/Late Night/Layman</b>  <b>General Attendees</b></p>	<p>1 ½ Miles</p>	<p>\$139.00 + 15% Tax</p>	<p>Available Upon Request</p>
<p><b>Crowne Plaza</b>  <b>Congress Overflow</b>  <b>General Attendees</b></p>	<p>½ Mile</p>	<p>\$129.00 + 15.25% Tax</p>	<p>Available Upon Request</p>
<p><b>Magnolia Hotel</b>  <b>Registration</b>  <b>General Attendees</b></p>	<p>½ Mile</p>	<p>\$129.00 + 15.26% Tax</p>	<p>Suites            \$159.00 + 15.26% Tax</p>
<p><b>The Adolphus</b>  <b>General Attendees</b></p>	<p>4 Blocks</p>	<p>\$139.00 + 15.26% Tax</p>	<p>Available Upon Request</p>