



NAVC Institute 2017 Hotel Reservation Extension Request Form

A hotel reservation will automatically be made based on your course dates. If you wish to arrive earlier or depart later than the following dates, please complete this form and submit via fax to the official NAVC Institute Housing Bureau at +1.704.927.1439.

Check-in is on Sunday May 21 and check-out is on Friday, May 26 for most courses. FOR ULTRASOUND - GROUP 1 registrants only, check-in is on Saturday, May 20 and check-out is on Thursday, May 25. FOR ULTRASOUND - GROUP 2 registrants only, check-in is on Sunday, May 21 and check-out is on Friday, May 26.

Last Name First Name

Arrival Date Departure Date: Check Preferred Bed Type (Your preference will be honored based on the hotel's availability. Bed types are not guaranteed.): One King-Size Bed Two Queen-Size Beds

Street Address Apartment/Suite Number

City State/Province

ZIP/Postal Code Country

Business Telephone Number Alternate Telephone Number

FAX Number Email Address

CREDIT CARD (check one)
Please note: To be in compliance with the PCI regulations, we are unable to receive credit card information via email. Any forms emailed with credit card information will not be accepted.

American Express Discover MasterCard Visa

Account # _____ Exp Date _____/_____/_____

Cardholder's Name (as it appears on card)

Cardholder's Signature Date

Please note any special requests (ie, handicap requirements, feather-free bedding, etc) on the line below. Every attempt will be made to honor your request. All requests will be honored based on the hotel's availability and are not guaranteed.

Special Requests: _____

PLEASE FAX FORM TO: +1.704.927.1439

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QUESTIONS? Email: NAVCINSTITUTE@CONFERENCEDIRECT.COM