



## **Student Assistants Hotel Reservation Instructions**

### **2002 ANS WINTER MEETING November 17-21, 2002**

- To make your student hotel reservation, you may call the hotel directly:  

The Omni Shoreham Hotel  
2500 Calvert Street, NW  
Washington, DC 20008  
Hotel Telephone - Main Line: 202/234-0700  
Reservations Telephone: 202/756-5125  
Reservations Fax: 202/756-5145
- When making your reservation, make sure to identify yourself as an ANS student. A valid student I.D. is required at check-in. The student rate will not be honored without proper identification. The student rate for the 2002 ANS Winter Meeting is \$140.25 per room (single or double occupancy). Each additional person will be charged \$30.00 each per night. Reservations must be made by Monday, October 28, 2002, to guarantee this rate. The hotel's check-in time is 3:00 p.m. The hotel's check-out time is 12:00 p.m. Only students who have registered to work as Student Assistants will be eligible to receive the discounted room rate. Names will be verified.
- You must guarantee your room with a credit card for a first night's deposit. You can use one credit card per room, or each individual can supply a card if arrival dates differ. Your deposit guarantees your room. Telephone all reservation changes to The Omni Shoreham Hotel reservation department at 202/756-5125. Failure to cancel a reservation by 12:00 p.m. on the day of arrival will result in the forfeiture of your deposit.
- Have your roommates' names and arrival/departure dates available when you make the reservation. The hotel will not assign roommates or change roommate assignments.
- If you do not have a roommate, you can contact the Student Program Chair, Dr. Sama Bilbao 804/273-2171 or email: sama\_bilbao@dom.com for names of other students who may need a roommate. It will be your responsibility to contact them to make room arrangements.
- The hotel will confirm your reservation in writing.
- Cancellations: All cancellations must be received by The Omni Shoreham Hotel by 12:00 p.m. on the day of arrival. Cancellations after 12:00 p.m. on the day of arrival may result in a charge to your credit card for a one-night stay.