



# March 13-15, 2018 MIDWEST POULTRY FEDERATION CONVENTION

MINNEAPOLIS CONVENTION CENTER, MINNEAPOLIS, MN

## Block (10+) Hotel Room Request Form

### Return Completed Block (10+) Request Form to:

**MPF Housing Department**  
c/o Meet Minneapolis  
250 Marquette Ave S, Suite 1300  
Minneapolis, MN 55401-2180  
**Fax:** 1-612-767-8211  
**Email:** [susang@minneapolis.org](mailto:susang@minneapolis.org)

**To reserve 1 to 9 rooms:** Please make individual housing reservations online at [www.midwestpoultry.com](http://www.midwestpoultry.com).

- Your block request will be reviewed for availability and you will be sent an acknowledgement by email confirming your rooms.
- An email will follow with further details on how to manage your rooms/block.
- Please indicate the number of rooms on a nightly basis required. Room type requests are processed on a first-come, first-served basis.
- Please print clearly. Only fully completed forms will be processed. Complete all information to avoid delays.

### ADDITIONS AND CHANGES:

- Any new reservations or changes to your existing rooms/block are subject to availability and should be made directly with the MPF Housing Department through March 1, 2018.

### CANCELLATIONS:

- Cancellations should be made directly with the MPF Housing Department through March 1, 2018.
- Starting Monday, January 1, 2018, cancelled or released reservations will be charged one (1) night's room and tax.**

### >>> DEADLINES <<<

- Room lists are due by Friday, **February 2, 2018**.
  - Individual names and dates are required for each room.
- After Friday, **February 9, 2018**, the negotiated group discount will be based upon hotel room availability.

### CONTACT INFORMATION:

*All Exhibitor Block correspondence will be sent to this individual unless otherwise indicated.*

Name \_\_\_\_\_

Exhibiting Company \_\_\_\_\_

Address 1 \_\_\_\_\_

Address 2 \_\_\_\_\_ Country \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail address \_\_\_\_\_

*Acknowledgements may not be received if email filters are in place. Please add [groupcampaigns@pkqhlr.com](mailto:groupcampaigns@pkqhlr.com) to your safe senders list.*

### HOTEL PREFERENCE:

*Rates are listed as single or double occupancy.*

*Hotel room rates are subject to applicable state and local taxes of 13.4%, subject to change.*

- Hilton Minneapolis, Headquarter Hotel** – \$169.00 – 2 blocks event
- Hyatt Regency** – \$164.00 – 2 blocks from event
- Millennium Hotel** – \$155.00 – 1.5 blocks from event

		Room Type(s) Requested			TOTAL Rooms Requested
		King Bed	Two Double Beds	Suite or Upgrade Request	
March 11, 2018	Sun				
March 12, 2018	Mon				
March 13, 2018	Tue				
March 14, 2018	Wed				
March 15, 2018	Thu				

March 12 – 13 North Central Avian Disease Conference  
 March 13 Pre-Show Symposium, Workshops & Welcome Reception  
 March 14 – 15 Exhibits, Education Workshops & Events  
 March 15 MPF Unhatched: An Evening of Eats & Entertainment

**Special Needs:** \_\_\_\_\_

*Special requests cannot be guaranteed, however, hotels will do their best to honor all requests. Availability of requests will be honored at the time of check-in.*

### GUARANTEE METHOD:

A major credit card is required to book your rooms. Credit cards are used for guarantee purposes only and will not be charged to hold the reservations. Early departures are subject to penalty fees set by the hotel. A charge of one (1) night's room and tax will be applied to each room should the guest not cancel and not arrive (no-show).

**Starting Monday, January 1, 2018, cancelled reservations will be charged one (1) night's room and tax.** Credit cards will only be charged if cancelled within the penalty period.

Visa  Master Card  American Express  Discover

Credit Card Number: \_\_\_\_\_

Exp Date: \_\_\_\_\_ Name of Cardholder: \_\_\_\_\_

Signature: \_\_\_\_\_ CSV#: \_\_\_\_\_