

Return Completed Room 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

To reserve 1 to 9 rooms: Please make individual housing reservations online at www.midwestpoultry.com.

- Please indicate the number of rooms on a nightly basis required.
- **NEW POLICY: Your room block request for MPF 2019 cannot be more than 15% above your company's final room night pick up from MPF 2018.** Only MPF Staff can honor exceptions. Waiting for approval will delay assignment.
- Please print clearly. Only fully completed forms will be processed. Complete all information to avoid delays.
- Your room block request will be reviewed for availability and you will be sent an automated acknowledgement by email confirming your rooms.
- An email from the MPF Housing Department will follow with further details on how to manage your rooms/block moving forward.

ROOM BLOCK (10+) POLICY: NEW POLICY – Please Read

- Should your company fail to fulfill 80% of requested room block, your company will be invoiced by MPF for balance of unused room nights up to 80%.

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 February 17, 2019.

CANCELLATIONS:

- Cancellations should be made directly with the MPF Housing Department through February 17, 2019.
- **Cancellations within 72 hours prior to day of arrival will forfeit one (1) night's room and tax and cancel penalty will be collected by the hotel. This will be counted towards your overall actualized pick up.**

>>> DEADLINES <<<

- Room lists are due by Friday, **February 1, 2019.**
 - Individual names and dates are required for each room.
- After Friday, **February 8, 2019**, the negotiated group discount will be based upon hotel room availability.



March 12-14, 2019
**MIDWEST POULTRY
 FEDERATION CONVENTION**

MINNEAPOLIS CONVENTION CENTER, MINNEAPOLIS, MN

**Official
 Hotel Room
 Block (10+)
 Request
 Form**

CONTACT INFORMATION:

All Room 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@pkghlrss.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 13.15%, subject to change.

- Hilton Minneapolis, Headquarter Hotel** – \$169.00 – 2 blocks event
- Hyatt Regency** – \$169.00 – 2 blocks from event
- Millennium Hotel** – \$165.00 – 1.5 blocks from event

		Room Type(s) Requested			TOTAL Rooms Requested
		King Bed	Two Double Beds	Suite or Upgrade Request	
March 10, 2019	Sun				
March 11, 2019	Mon				
March 12, 2019	Tue				
March 13, 2019	Wed				
March 14, 2019	Thu				
Total Room Nights					
! Refer to Room Block Policy ! 80% of Total Room Nights					
March 11 – 12	North Central Avian Disease Conference				
March 12	Pre-Show Symposium & Welcome Reception				
March 13 – 14	Exhibits, Education Workshops & Events				
March 14	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, based upon availability.

GUARANTEE METHOD:

The credit card below will be used to guarantee this room block. Any penalties due to poor performance or cancels within 72 hours prior to day of arrival, will be charged against this card on file. This policy will be strictly enforced by Midwest Poultry Federation.

Visa Master Card American Express Discover

Credit Card Number: _____

Exp Date: _____ Name of Cardholder: _____

Signature: _____ CSV#: _____