

Thomson Reuters Legal Executive Briefing

August 24 - 27, 2021

PRE/POST ROOM RESERVATION FORM

Please return by MAIL or FAX to: (NO CALL-INS ACCEPTED)

FOR OFFICE USE ONLY:

Group Reservations

Fax: 831-648-7893

Pebble Beach Resorts
P.O. Box 729
Pebble Beach, CA 93953

Room Reservations will be filled on a first-come, first served basis

Please Print Clearly:

Guest Name

Mailing Address. City. State. Zip

Daytime Phone Number

Daytime FAX Number

E-mail Address

The Inn at Spanish Bay

Room	Group Rate
Run of House	\$720.00

- This rate is available *pre program* for the dates of **8/21, 8/22 & 8/23** and *post program* for the dates of **8/27, 8/28, 8/29**. Room reservations are based on availability when reservation is received.
- This rate is exclusive of a **10.5%** hotel occupancy tax, a **0.195%** per night California Tourism Assessment, and **\$2.00** per occupied room night for the County Tourism Assessment.
- Our current service charge is **\$28.00** per room per night. Service charges and taxes are subject to change.
- Individual is responsible for any pre and post dates of the program.

Please check the additional nights you would like booked:

Pre Nights: Saturday, August 21 Sunday, August 22 Monday, August 23
Post Nights: Friday, August 27 Saturday, August 28 Sunday, August 29

Credit Card #: _____ **Exp Date:** _____

> Circle one: Visa, American Express, MasterCard or Discover

Name on Card (if different): _____

This form must be received by the cut-off date of **July 23, 2021**. You must include your credit card number with the expiration date. A deposit equal to **EACH PRE & POST NIGHT'S** room and tax charges will be assessed to your credit card when this reservation form is received. Reservations received after **July 23, 2021** as well as early arrivals or late departures will be confirmed on a space available basis.

Reservations will be confirmed via written confirmation. Any change made to the reservation must be done in writing and faxed to 831.648.7893. Any cancellations and/or modifications to your arrival and/or departure dates after **July 23, 2021**, will result in a forfeit of each night's deposit for each night of your reservation that you failed to honor. If you arrive later than your scheduled arrival date or depart before your scheduled departure date, you will be charged for each night of your reservation that you fail to honor. If you fail to arrive, or cancel your reservation after **July 23, 2021**, you will forfeit a charge for each night of your reservation that you fail to honor.

I have read and understand the above cancellation policy: **X** _____

Signature of Attendee

RESERVATION FORMS MUST BE RECEIVED NO LATER THAN Friday, July 23, 2021