

Delegate Registration Form

For USVI Small Hotels

One form per delegate



CARIBBEAN
HOTEL & TOURISM
ASSOCIATION

SMALL HOTELS RETREAT

September 30 - October 2, 2009 | St. Thomas, USVI
Frenchman's Reef & Morning Star Marriott Beach Resort

Presented by the Caribbean Hotel & Tourism Association

Delegates must be CHTA members in good standing with no outstanding dues to CHTA or its subsidiaries.

GENERAL INFORMATION

Company: _____

Delegate: _____

Title: _____

Address: _____

City: _____

State: _____

Zip/Postal Code: _____

Country: _____

Phone: _____

Fax: _____

E-mail: _____

24-hour Emergency Contact: _____

Skype number: _____

Terms And Conditions:

1. CHTA reserves the right to approve all registrations prior to confirmation.
2. Social events are included in the registration fee. All non-registered guests must purchase tickets for social events.
3. Hotel and travel arrangements are the responsibility of each delegate and are not included on the registration fee.
4. Cancellations are by written request only and apply to the policy in effect on the date the notification is received by CHTA. Cancellations must be received on or before September 5, and are fully refundable less a \$50.00 per person processing fee. After September 1, all registration fees, and booth fees are non-refundable. Registrations are transferrable with written notice until September 1, 2009. After this date, registrations are transferrable with written notice for a fee of US\$25.00 per transfer.
5. Refunds will not be given for no-shows.
6. Registration and payment information cannot be taken over the phone.
7. To be considered registered, your registration fee with full payment must be received by September 25. After this date, all registrations, changes or replacements must be processed on-site. Any change to your registration must be sent in writing.
8. By registering, you agree to the terms and conditions and provisions for cancellations and refunds.
9. Topics, Speakers, agenda and other conference events are subject to change without notice.

REGISTRATION INFORMATION

Registration Fees - Hoteliers:

- CHTA Member US\$150.00 US\$ _____
- CHTA Member (After September 1, 2009) US\$200.00 US\$ _____
- CHTA Non Member US\$275.00 US\$ _____

Total US\$ _____

Hotel Reservations:

CHTA has arranged a special group rate of US\$135.00 (ROH -Single/ Double occupancy) at the Frenchman's Reef & Morning Star Marriott Beach Resort. This rate is exclusive of 8% state and local taxes and 5% bellman and housekeeping gratuities. This rate will be in effect for the nights of Sept 27-Oct 2, 2009 up to the group cut-off date of September 4, 2009. Reservation requests received after this date will be accepted on a space available basis. Cancellation policy for hotel reservations is determined by the hotel's policy.

Reservations requests can be made:

1. Online - <http://www.marriott.com/hotels/travel/sttfr?corporateCode=shr&app=resvlink&fromDate=9/30/09&toDate=10/2/09>. Code is SHRSRHB
2. Via phone: 340-715-6115, Group Reservations
Remember to refer to code SHR when making reservations.

PAYMENT INFORMATION

This registration is open only to USVI licensed small hotels (50 rooms or under). Registration is being provided courtesy of the USVI Department of Tourism.

Please complete and return this form by mail or fax to:

Caribbean Hotel & Tourism Association
2655 Le Jeune Road, Suite 910
Coral Gables, Florida 33134

Telephone: +1-305-443-3040

Facsimile: +1-305-443-3005

E-Mail: events@caribbeanhotelandtourism.com

