

**2008 MISBO Meeting  
October 28, 2008 - November 02, 2008**

*Please read carefully. Complete the request form and return by fax or mail. Keep this section for your information.*

**Reservation Policies**

**CHECK-IN TIME AFTER 4:00 p.m.**

**CHECK-OUT TIME BEFORE 11:00 a.m.**

**(Late check-outs subject to a fee)**

**Rates:** The rates listed are nightly and based on accommodation size and location. If one person arrives or departs early, the full rate will be charged to the person occupying the accommodations. All rates are subject to 7% sales tax and 2% local bed tax.

**Confirmation:** Accommodations will be confirmed upon receipt of an advance deposit equal to ONE (1) nights stay. The confirmation will be sent to the address below.

**Service Fee:** A resort service fee, currently \$10.00 per adult, (16 years of age and older), per night plus 7% sales tax is charged to cover daily housekeeping gratuities, transportation drivers, on-property transportation, in-room coffee service, unlimited use of health and fitness center, self parking, 1 bucket of range balls, meeting concierge staff and 24/7 public safety staff. Service fee and tax are subject to change.

**Check Cashing and Charging:** Upon check-in, guests receive a charge card which must be presented at the time the guest makes use of any facility or service. All charges are payable at check-out by cash, check, or major credit card. Guests may cash personal checks up to \$50 per day at the Front Desk.

**Food & Beverage:** Service charge and sales tax is added to all food and beverage checks.

**Airport Transportation:** Roundtrip service from Jacksonville International may be arranged in advance by completing the section below or by calling Amelia Island Plantation at (800) 874-6878 or (904) 277-5920. *Reservations required at least 10 days in advance.*

**Reservation Request**

*Please return this form, with deposit, to Amelia Island Plantation, Group Reservations Department, P.O. Box 3000, Fernandina Beach, FL 32035-3000 or with credit card deposit, you may fax to: 904-277-5945. Phone reservations are accepted by calling 1-888-261-6165.*

**All requests for accommodations must be received by September 29, 2008 after which space and rates cannot be guaranteed.**

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**8BA2P5**

Please reserve accommodations for: *(Please print or type)*

Number of villas or rooms: \_\_\_\_\_

Name: (First and last): \_\_\_\_\_

Number of adults: \_\_\_\_\_ Children: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ - \_\_\_\_\_

Company Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax #: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Sharing room with 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Arrival day & date: \_\_\_\_\_ Departure day & date: \_\_\_\_\_

Your estimated time of arrival: \_\_\_\_\_

How will you be arriving? \_\_\_\_\_ *(Fill out the Airport Transportation section if you require transportation)*

*Please make a selection below:*

OCEANVIEW ROOM \$179.00

+\$10.00 Resort Service Fee and tax per person, per night

**Deposit:** Amelia Island Plantation requires an advance deposit equal to One (1) nights stay per villa reserved to accompany the individual reservation form. Deposit guarantees accommodations for the scheduled arrival day. Failure to show will result in loss of deposit. Deposits may be made by personal check or credit card.

**Refunds:** Notice of cancellation must be received by the reservations department seven (7) days prior to the arrival date.

*Circle one:* Visa    MasterCard    Discover    American Express    Diners Club    Amount of deposit: \$ \_\_\_\_\_

Card #: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Airport Transportation Request**

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**8BA2P5**

**Airport Fare One Way: \$44/person.**

Name: \_\_\_\_\_ Arrival date: \_\_\_\_\_ Arrival time: \_\_\_\_\_

Airline: \_\_\_\_\_ Flight number: \_\_\_\_\_

Number of adults: \_\_\_\_\_ Children 12 & older: \_\_\_\_\_ Under 12: \_\_\_\_\_ Car seat required: Y/N \_\_\_\_\_

*After you claim your luggage, check in at the Transportation Booth located just outside Baggage Claim. Shuttle departs at the top of the hour based on advance reservations.*

Departure date: \_\_\_\_\_ Departure time: \_\_\_\_\_

Number of adults: \_\_\_\_\_ Children 12 & older: \_\_\_\_\_ Under 12: \_\_\_\_\_ Car seat required: Y/N \_\_\_\_\_

**Note:** Shuttle departs the Reception Area 1.5 - 2 hours prior to your flight. Call ext. 5920 to confirm your departure time.

**Deposit:** No deposit is required. All charges will be applied to your resort account.

**Cancellation:** If your plans change, please call us. 48 hours notice of cancellation is required.

There is a minimum one way charge for late cancellations or no-show reservations.