


ICASSP '98

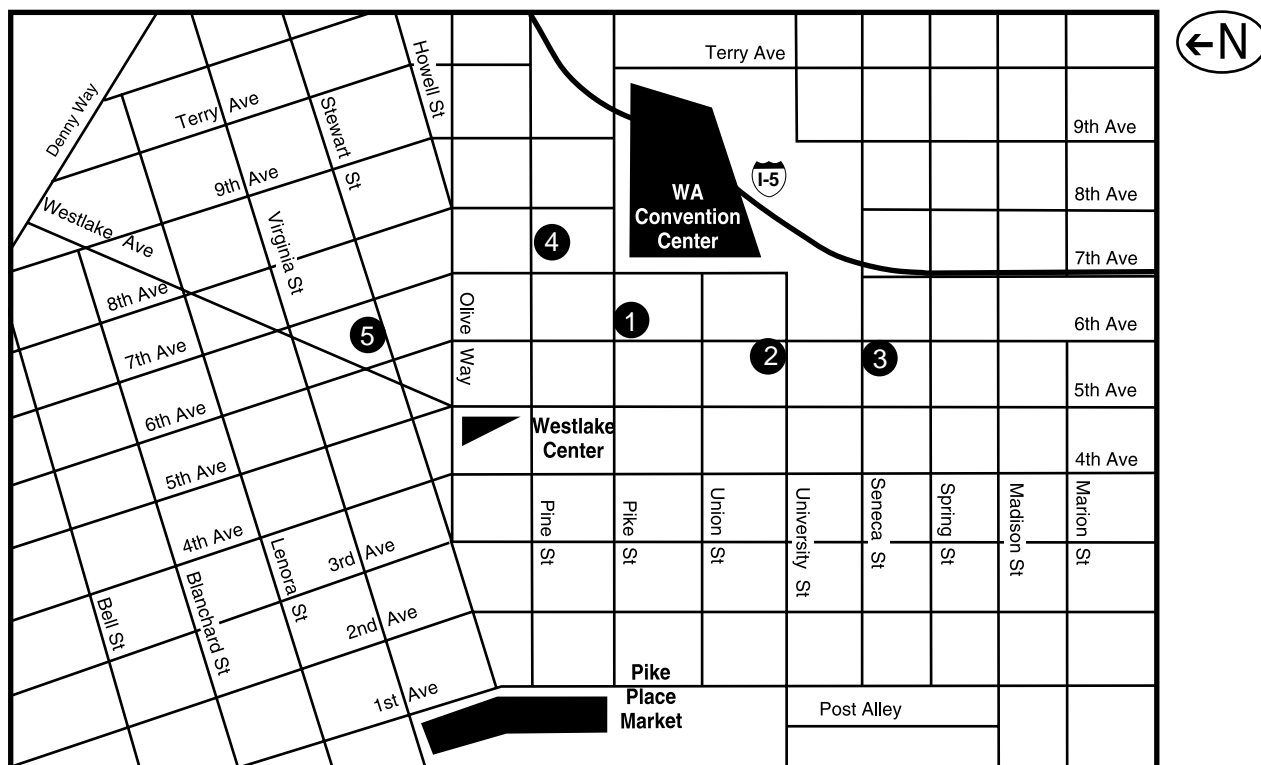


NAME: _____ ADDRESS: _____

ICASSP 98

PLEASE READ ALL INSTRUCTIONS BEFORE COMPLETING THE HOTEL RESERVATION FORM

1. To receive the special ICASSP '98 conference rate, use the enclosed form to make your hotel reservations. If more than one room is required, this form may be photocopied.
2. All room charges are subject to a 15.6% state and room tax.
3. Reservations are processed on a first-come, first-served basis until April 10, 1998. You **MUST** indicate a preference. Otherwise, the Housing Bureau will assign a hotel if your first choice is sold out. After April 10, 1998, conference rates may not apply and the Housing Bureau will be working on a space available basis.
4. Housing Bureau will acknowledge your hotel assignment by either fax (if you have given your fax number on your Hotel Reservation Form) or by mail. This is **NOT** your confirmation, however. Your assigned hotel will send you confirmation separately within 2-3 weeks.
5. Changes and cancellations must be made in writing faxed to the Housing Bureau at 1-206-461-5853. If a change/cancellation occurs **after April 27**, contact your assigned hotel directly to change or cancel your reservation.
6. A guarantee is required for all reservations. Guarantee can be made via a credit card. If you wish to guarantee your room with a check (US dollars only) you may send a deposit for the first night directly to your assigned hotel once you receive acknowledgment from the Housing Bureau. **DO NOT** send cash or checks with the Hotel Reservation Form.
7. You can send the Hotel Reservation Form either by fax or by mail. But do **NOT** do both to avoid duplication.
8. The Housing Bureau does not send confirmations that your fax was received; only that you have been assigned to a particular hotel. Please check your own FAX transmission report.



Rate per Night:

	Single	Double	Triple	Quad	Suite
1. Sheraton Seattle Hotel Main	\$154	\$178	\$198	\$218	\$200-460
Club Level	\$194	\$218	\$243	\$268	\$220-520
2. Seattle Hilton	\$134	\$134	\$149	\$164	
3. Crowne Plaza Seattle	\$129	\$129	\$145	\$145	\$179-620
4. Roosevelt Hotel	\$120	\$120	\$130	\$140	
5. West Coast Vance Hotel	\$85	\$85-89	\$99	\$109	