University of Colorado at Boulder  
Summer Conference Housing Reservation  

Department of Housing - Office of Conference Services  Telephone: (303) 492-5151 Fax: (303) 492-5959

(Please Type or Print Clearly)  
Name of Conference: Space Grant Conference

Participant’s Name: __________________________ / ______________________ /   Sex:  F   M   
   Last       First                Initial

Address: __________________________________________ Country: ______________________

City __________________________ / State ___________ / Zip ______________

Daytime Telephone: (____)_________________________ Fax: (____)____________________

E-mail Address: __________________________________

Arrival Date: __________________________  Departure Date: ______________________

All charges are based on a package rate arranged for you by your conference there is no credit for missed nights.

Please request one of the following:

_________ *Single  (1 per room)
_________ Double Room  (2 per room – price is per person)  
(Roommate preference name, if any)

*There are a limited number of single rooms. If unavailable, assignment will be made to a double room with another conference participant.

Smoker _________  Non Smoker _________

Special Needs: __________________________________________

Complete if accompanied by spouse and/or family member:

Spouse’s Name: __________________________  Arrival Date: __________  Departure Date: __________

Children: __________________________  Arrival Date: __________  Departure Date: __________

   Name  Age  Sex
   __________________________

Children: __________________________  Arrival Date: __________  Departure Date: __________

   Name  Age  Sex
   __________________________

Will a rollaway bed be needed? _____ Yes  _____ No  Crib? _____ Yes  _____ No

Payment is DUE at Check-in (Check-in is available 24 hours a day).  Cash, traveler’s checks, personal checks, VISA, MasterCard, American Express, Diners Card, and Discovery Card will be accepted. Checks must be in U.S. Dollars drawn from a U.S. Bank. Do not send payment (money) in advance.

Mail form to:  Office of Conference Services  
500 30th Street.,  
Boulder, CO 80310

Fax form to:  (303) 492-5959

E-mail form to:  confreg@colorado.edu

Office Use:  
Confirmation Date:  
Initial:  

O/OCS/Housing/Lodging/Forms/Summer Housing Reservation Form