

**GRAND CHAPTER OF MISSOURI, OES
2019 HOUSING REQUEST FORM**

**RESERVATIONS MUST BE POSTMARKED AUGUST 31, 2019
LATER RESERVATIONS SUBJECT TO AVAILABILITY AND HIGHER PRICING**

Saturday, Oct 12 through Thursday, Oct 17, 2019

To secure Grand Chapter Room Rate, Reservations Must be Made in Writing through the Housing Chairman and Mailed to the Following Address:

BEV STEELMAN, PM (HOUSING VICE-CHAIRMAN)
PO BOX 114
ASHLAND MO 65010-0114 573-489-2387

Reservation for Room at
Capitol Plaza Hotel & Conference Center
415 W McCarty St, Jefferson City MO 65101

Everyone is Encouraged to stay at the Capitol Plaza in order to meet our Grand Chapter Contract Obligations. All reservations must be guaranteed with a **Major Credit Card** listed on this form. Guests may split payments to more than one card after arrival and check-in. Hotel Room Confirmations will be sent to Housing Chairman after September 20. To obtain your Confirmation Number, contact Bev Steelman after September 20 by phone or email: BEVSTEEL52@aol.com

(Check One>>) Visa MasterCard American Express Discover Card Diner's Club

CREDIT CARD NUMBER _____ EXPIRATION DATE _____

CARD HOLDER NAME _____ SIGNATURE _____

BILLING ADDRESS _____ PHONE _____

ARRIVAL DATE _____ DEPARTURE DATE _____ EMAIL _____

Grand Chapter of Missouri OES provides housing for one night of Session, one time during each Triennium, for Elected & Appointed General Grand Chapter Officers, Past Most Worthy Grand Matrons and Past Most Worthy Grand Patrons

PLEASE PROVIDE **NAME, TITLE, and PRIMARY CHAPTER** FOR EACH PERSON STAYING IN HOTEL ROOM.
RESERVATIONS CANNOT BE MADE WITHOUT **ALL NAMES**.

	<u>NAME</u>	<u>TITLE</u>	<u>PRIMARY CHAPTER</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Check-In Time: 3:00 PM -- Check-Out Time: 11:00 AM

This is a SMOKE-FREE HOTEL – All Rooms are Non-Smoking

Room Type Desired. All rooms subject to availability and prior reservations. Handicap Accessible rooms are Very Limited.

___ Standard Single	(1-2 People – King Size Bed)	\$96.00	PLUS TAX
___ Standard Double	(2-4 People – 2 Double Beds)	\$96.00	PLUS TAX
___ Handicap Accessible	(2-4 People – 2 Double Beds)	\$96.00	PLUS TAX
___ King Suite	(2-4 People – 1 King Bed & Sofa Sleeper)	\$96.00	PLUS TAX

Each Room Reservation will receive two (2) complimentary breakfast tickets per day reserved. Additional tickets may be purchased with this Room Reservation at \$12.50 each – Make Breakfast Check Payable to: Grand Chapter of Missouri

ADDITIONAL TICKETS REQUESTED SAT 10/12 SUN 10/13 MON 10/14 TUE 10/15 WED 10/16 THUR 10/17
(Mark Number of Additional Tickets) _____ _____ _____ _____ _____ _____

TOTAL NUMBER OF ADDITIONAL TICKETS: _____ At \$12.50 each = _____ (Enclose Check)

*****HOUSING CHAIRMAN USE ONLY*****

Date Received _____ Room Nights _____