

**GRAND CHAPTER OF MO OES  
2022 HOUSING REQUEST FORM**

**RESERVATIONS MUST BE POSTMARKED BY OCT 10, 2022**  
LATER RESERVATIONS SUBJECT TO AVAILABILITY & HIGHER PRICING

**SATURDAY, NOVEMBER 12 through NOVEMBER 17, 2022**

To secure the 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**  
15665 REVOLUTIONARY DRIVE  
ASHLAND MO 65010-4519 573-489-2387

**RESERVATIONS FOR ROOM AT:**  
UNIVERSITY PLAZA HOTEL & CONVENTION CENTER  
333 JOHN Q HAMMONS PKWY SPRINGFIELD 65806

**Everyone is encouraged** to stay at the UNIVERSITY 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 payment to more than one card after arrival and check-in. Hotel will NOT send Room Confirmations. You may obtain your Room Confirmation from the Housing Chairman **after October 30, 2022, by phone or email: BEVSTEEL52@AOL.COM.**

(CHECK ONE →→→)

VISA

MASTER  
CARD

AMERICAN  
EXPRESS

DISCOVER  
CARD

DINER'S CLUB

CREDIT CARD NUMBER: \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_

CARD HOLDER NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

HOUSE NUMBER and STREET

CITY • STATE • ZIP

PHONE (LIST HOME & CELL if applicable)

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 THE **NAME, TITLE, & PRIMARY CHAPTER** FOR EACH PERSON STAYING IN HOTEL ROOM.  
RESERVATIONS CANNOT BE MADE WITHOUT **NAMES OF ALL GUESTS SHARING ROOM.**

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

**CHECK-IN TIME: 4:00PM**



**CHECK-OUT TIME: 11:00AM**

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 – **VERY LIMITED.**

<input type="checkbox"/>	Standard King Room	(1-2 People; King Size Bed)	\$109.00 PLUS TAX
<input type="checkbox"/>	Standard Double Room	(2-4 People; 2 Double Beds)	\$109.00 PLUS TAX
<input type="checkbox"/>	Handicap Accessible <b>&lt;LIMITED&gt;</b>	(1-2 People; 1 Queen Bed)	\$109.00 PLUS TAX
<input type="checkbox"/>	Standard King Suite	(2-4 People; 1 King Bed & Sofa Sleeper)	\$109.00 PLUS TAX

**BREAKFAST WILL BE AVAILABLE IN THE HOTEL FOR \$10.00 PER DAY**  
(please see schedule upon check-in)

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

DATE RECV \_\_\_\_\_

TOTAL ROOM NIGHTS \_\_\_\_\_

RESERVATION NOTES: \_\_\_\_\_