

**2010****Group Name: Rainbow Girls**

The Grand Assembly of New Mexico - International Order of the Rainbow for Girls

**Albuquerque Grand Airport Hotel Registration Form**2910 Yale Blvd. Albuquerque, New Mexico 87106  
phone: 505-843-7000 fax: 505-843-6307

|   |   |                           |
|---|---|---------------------------|
| <b>Assembly Name or Individual Name</b> |   | #                         |
| <b>Contact Name</b>                     |   |                           |
| <b>Mailing Address</b>                  | <b>Address:</b>                           |                           |
|   | <b>City:</b>                              | <b>State:</b> <b>Zip:</b> |
| <b>Telephone</b>                        | <b>Day (    )</b> - <b>Evening (    )</b> | -                         |
| <b>Hotel Rate &amp; Tax</b>             | <b>Paid by Individual or Assembly</b>     |                           |
| <b>Incidentals</b>                      | <b>Paid by Individuals</b>                |                           |
| <b>Outside Telephone</b>                | <b>Off</b>                                |                           |
| <b>Pay Movies</b>                       | <b>Off</b>                                |                           |
| <b>Pay Games</b>                        | <b>Off</b>                                |                           |

|                              |                                     |                                    |                                     |                                     |                   |
|------------------------------|-------------------------------------|------------------------------------|-------------------------------------|-------------------------------------|-------------------|
|                              | <b>Single</b>                       | <b>Double</b>                      | <b>Triple</b>                       | <b>Quadruple</b>                    | <b>Connecting</b> |
| <b>2010 Hotel Room Rates</b> | <b>\$97.00 + tax =<br/>\$109.25</b> | <b>\$97.00 +tax =<br/>\$109.25</b> | <b>\$97.00 + tax =<br/>\$109.25</b> | <b>\$97.00 + tax =<br/>\$109.25</b> | <b>Yes or No</b>  |

**Mail to Phyllis Miller**5776 Manzanillo Loop NE  
Albuquerque, NM 87111The Reservation Form, Rooming List, and  
Check for First Night's Rate Per Room **Must** be postmarked**May 10, 2010**

|                    |             |                     |             |
|--------------------|-------------|---------------------|-------------|
| <b>Credit Card</b> | <b>Name</b> | <b>Card Number</b>  | <b>Exp.</b> |
|                    |             |                     |             |
| <b>Check</b>       | <b>Name</b> | <b>Check Number</b> |             |
|                    |             |                     |             |

**Check-in Time: 3:00 PM****Check-out Time: Noon**

| <b>Room #</b> | <b>Arrival Date</b> | <b>Departure Date</b> | <b>Room #</b> | <b>Arrival Date</b> | <b>Departure Date</b> |
|---------------|---------------------|-----------------------|---------------|---------------------|-----------------------|
| <b>1</b>      |                     |                       | <b>6</b>      |                     |                       |
| <b>2</b>      |                     |                       | <b>7</b>      |                     |                       |
| <b>3</b>      |                     |                       | <b>8</b>      |                     |                       |
| <b>4</b>      |                     |                       | <b>9</b>      |                     |                       |
| <b>5</b>      |                     |                       | <b>10</b>     |                     |                       |

**Total number of rooms:** \_\_\_\_\_. Rooming List and Monies must accompany this form.**Refrigerator: YES or NO (circle one)**Only one per Assembly. Include separate payment to the hotel of \$15.00 for entire stay.Please indicate above **and on the rooming list** the room that should have the refrigerator\*\*\*\*For late reservations, contact Phyllis Miller 1-505-323-1935 or [phyllismiller@msn.com](mailto:phyllismiller@msn.com)

**2010**

**Group Name: Rainbow Girls**

**Albuquerque Grand Airport Hotel Rooming List**

*(This Form Must accompany Hotel Registration Form)*

**Assembly Name:** \_\_\_\_\_ **Contact Person:** \_\_\_\_\_

**Assembly #:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Please Place an "R" next to the room for the refrigerator.**

|                |          |
|----------------|----------|
| <b>Room 1</b>  | <b>#</b> |
| <b>(Names)</b> |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 2</b>  | <b>#</b> |
| <b>(Names)</b> |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 3</b>  | <b>#</b> |
| <b>(Names)</b> |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 4</b>  | <b>#</b> |
| <b>(Names)</b> |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 5</b>  | <b>#</b> |
| <b>(Names)</b> |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 6</b>  | <b>#</b> |
| <b>(Names)</b> |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 7</b>  | <b>#</b> |
| <b>(Names)</b> |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 8</b>  | <b>#</b> |
| <b>(Names)</b> |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 9</b>  | <b>#</b> |
| (Names)        |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 10</b> | <b>#</b> |
| (Names)        |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 11</b> | <b>#</b> |
| (Names)        |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 12</b> | <b>#</b> |
| (Names)        |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 13</b> | <b>#</b> |
| (Names)        |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 14</b> | <b>#</b> |
| (Names)        |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 15</b> | <b>#</b> |
| (Names)        |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

|                |          |
|----------------|----------|
| <b>Room 16</b> | <b>#</b> |
| (Names)        |          |
|                |          |
|                |          |
|                |          |
| Arrival Date   |          |
| Departure Date |          |

**Hotel Registration Instructions**  
**2010 Grand Assembly of New Mexico**  
***Hotel Registration Form, Hotel Rooming List and Monies***  
**must be postmarked May 10, 2010**

**Who Must Register**

All girls and chaperones attending Grand Assembly must stay at the Albuquerque Grand Airport Hotel. All the rooms for an assembly MUST be registered under one name (the name of the contact person). The hotel will use the Rooming List to locate girls and adults in case of an emergency. If you have changes on the rooming list, it is the responsibility of the contact person to make those changes with the hotel at the time of check-in. This information must be kept current at all times during Grand Assembly.

**When to Register**

Registration Forms, Rooming Lists and Monies must be postmarked no later than May 10<sup>th</sup>. There is no guarantee that rooms will be available, either within the reserved block of rooms for Grand Assembly or in the hotel, if the reservation is postmarked after the due date.

**How to Register**

**Complete the attached Hotel Registration Form**

**Assembly or Individual Name**

**Specify the Individual or Assembly Name**

**Assembly #**

**Assembly number, if applicable**

**Contact Name**

**Specify the Name of the primary contact regarding questions or other communications regarding hotel registration.**

**Contact Address**

**Specify the street or post office address of the primary contact.**

**City, State, Zip**

**Specify city, state, zip of primary contact.**

**Daytime Phone Number**

**Specify the daytime phone number of the primary contact.**

**Evening Phone Number**

**Specify the evening phone number of the primary contact.**

**Credit Card**

**Specify whether the first night's rate per room is to be paid by credit card. Enter the name on credit card, the number and the expiration date.**

**Check Name and Number**

**Specify the checkholder's name and the check number if a check is sent for the first night's room rate per room.**

**Room Number Arrival and Departure dates**

**Specify the arrival and departure date of each room reserved by the contact person.**

**Total Rooms**

**Enter the total number of rooms reserved.**

**Refrigerator**

**A Refrigerator is available at \$15.00 for the entire stay. One per Assembly.**

**Complete the Attached Hotel Rooming List**

|                |  |
|----------------|--|
| Room #         | Leave Blank. The Room Numbers will be added at Hotel Check-in.   |
| Name(s)        | List the names of each registrant that will be Sharing that hotel room. If there are changes, make changes at the time of check-in. It is very important that the hotel be updated at that time. |
| Arrival Date   | Specify the date of check-in for each room.  |
| Departure Date | Specify the date of departure for each room.   |
| Refrigerator   | Write a large "R" for refrigerator next to the room that you wish to have the refrigerator placed.   |

**How and What to Pay**

The first night's rate per room (\$109.25 per room) must be paid in advance at the time that the reservation is received. Either enclose a check made out to the Albuquerque Grand Airport Hotel or indicate the credit card name, number and expiration date on the Hotel Registration Form. Reservations received without the first night's rate per room will not be accepted. Payment of the balance due, on the subsequent nights per room, are due upon check-in at the hotel.  
**Payment of incidentals is required upon check-out.**

**How to Change Your Hotel Registration**

All hotel reservation changes must be made directly with the Albuquerque Grand Airport Hotel. Telephone: 1-505-843-7000. Room cancellations must be made 72 hours in advance of the arrival date to avoid being billed the first night's room rate.  
**Please notify Phyllis Miller at 505-323-1935 if you have cancelled a room. Changes to the names on the rooming list may be made upon check-in. Please notify Gayle Smith at the Grand Assembly Registration Desk of any changes.**

**How Many Rooms?**

Depending upon arrival and departure dates, the number of rooms needed may vary from day to day. To minimize hotel room expenses, maximize occupancy. However, NO MORE than 4 per room.

**When to Check-in**

Check-in time is 3:00 p.m. on the day of arrival. ONLY the contact person specified on the registration form may register and pick up room keys. Please have the girls stand away from the Hotel Registration desk.

**When to check-out**

Checkout time is 12:00 Noon the day of departure.

**Who to Contact with Questions About Your Hotel Registration**

Contact the Albuquerque Grand Airport Hotel at 1-505-843-7000 with any questions about your hotel reservations or hotel services.

Please keep Phyllis Miller informed of any changes or problems. Phyllis at 1-505-323-1935 or [phyllismiller@msn.com](mailto:phyllismiller@msn.com)

**SEND TO:**

**Send completed Hotel Registration Form, Hotel Rooming List and Monies to:  
Phyllis Miller  
Grand Executive, General Arrangements  
5776 Manzanillo Loop NE Albuquerque, New Mexico 87111**