



#SHRM19 Annual Conference and Exposition Attendee Group Block Request Las Vegas, NV • June 23 – 26, 2019

COMPANY/ORGANIZATION _____

CONTACT LAST NAME _____ FIRST NAME _____

ADDRESS _____

CITY/STATE/ZIP _____ COUNTRY _____

PHONE _____ FAX _____

E MAIL _____

HOTEL PREFERENCES (Please select 4 Hotels)

Every effort will be made to place you at one of your preferred hotels. If none are available, SHRM Housing will place you in a comparable hotel.

1) _____ 2) _____

3) _____ 4) _____

Select all that apply

I need a hospitality suite or sleeping room suite

BLOCK PATTERN

Please provide a night-by-night breakdown of your requested room block. Use the actual arrival and departure dates for your block. See the example for a block of 30 rooms. Shaded areas are show dates.

	Fri Jun 21	Sat Jun 22	Sun Jun 23	Mon Jun 24	Tue Jun 25	Wed Jun 26	Thu Jun 27	Fri Jun 28
<i>Example</i>	2	5	5	30	30	20	5	1
Single 1 person/1 bed								
Double 2 people/1 bed								
Double/Double 2 people/2 beds								
Triple 3 people/2 beds								
Quad 4 people/2 beds								
TOTALS:								

Please note, this is a GROUP HOUSING BLOCK REQUEST form. Once your block is confirmed, you will receive a GROUP HOUSING AGREEMENT that will confirm your placement and provide deadline dates for names due.

Send completed form to: SHRM Housing • 6100 W. Plano Parkway, Suite 3500 • Plano, TX 75093
Phone: (888)241-8401 or (972)349-7474 Fax: (972)349-7715 Email: shrm@mcievents.com