



# ANAHEIM • 2024

## HOTEL ROOM BLOCK REQUEST FORM

Exhibiting companies are required to book rooms within the ASMS hotel blocks. **Companies requiring LESS than 50 rooms per night** should book their guest rooms individually online through the ASMS website when the online housing bureau opens in January.

**Room Blocks of 50 or more rooms per night.** Companies wishing to block 50 rooms or more per night, please complete the form below and submit to ASMS with Corporate Member Order Form and signed Corporate Member Policies. After room block assignments are made you will receive notification from ASMS and then you will be contacted by the housing bureau to arrange for deposit payment, to adjust your block, and to submit rooming lists. Room blocks in a single hotel are limited to 50 rooms, unless otherwise specified by ASMS.

**Room Block Cancellations.** The number of rooms and date pattern of Corporate Room Blocks must be confirmed by April 1 to the housing bureau. A **\$200 per room** cancellation fee will be assessed for each room cancelled after April 1.

**Please complete the form below ONLY if you require 50 rooms or more per night.**

CORPORATE MEMBER: \_\_\_\_\_

**Indicate number of rooms needed each night**-if you need less than 50 rooms per night, please book through the ASMS website:

Fri, May 31*	Sat, June 1	Sun, June 2	Mon, June 3	Tues, June 4	Wed, June 5	Thurs, June 6

\*Most companies do NOT require rooms on Friday unless conducting a user's meeting on Saturday.

**Preferred hotel(s)**, please indicate preferences below.

Preference Order	Hotel	Rate
	Hilton Anaheim	\$224
	Anaheim Marriott	\$224

**Send To:** ASMS Corporate Memberships

Email: [miquela@asms.org](mailto:miquela@asms.org) or Fax: 505-989-1073

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