

DoubleTree Hotel at the Entrance to Universal Orlando Information

The 2010 Florida HOSA State Leadership Conference will be conducted **April 8-11 at the DoubleTree Hotel at the Entrance to Universal Orlando, which is the approved conference hotel, located at 5780 Major Blvd., Orlando, FL 32819.**

Hotel Rates: \$152.00/night for single, double, triple, or quad occupancy.

All HOSA participants must use the Hotel Room Reservation Fax Form to reserve your rooms: Fax: (407) 206-1759, Attn: Terri Horton/Dalton Morgan

The **DEADLINE** for hotel registration is **March 8, 2010**. At midnight on March 8th, the DoubleTree will begin selling any unreserved rooms. If you do not make your reservations by the 8th, there is a possibility you will not get a room.

Please specify the type of room that you desire (i.e. I would like a quad occupancy – a room with two double beds) and direct hotel reservations to place you and all chaperones near your students. These rooms are on a first-come, first-serve basis. **Check in is 4:00 p.m. and check out is 11:00 a.m.**

The hotel will require a deposit equal to one night's stay to hold your reservation. Holding rooms with a credit card is encouraged to offer you the time to submit for school payment. **However, when making your reservations, please provide the hotel with a guaranteed number of guests. Do not reserve extra rooms with the intention of canceling if they are not needed.**

Pre-keyed Rooms: In order for your rooms to be pre-keyed, each of your school's reserved rooms must be ***prepaid for the entire stay no later than March 25, 2010***. The DoubleTree will set-up a separate table in the lobby for those schools that have prepaid to check-in.

Tax Exempt Benefits: The hotel will accept tax exempt forms as long as the name on the tax exempt form matches the name on the check (i.e. your school's name). If you do not bring the necessary tax exempt documentation with you, sales tax will be applied to your bill.

Rollaways will be available for a cost of \$25.00 per bed per night.

The following worksheet is designed to help you **figure hotel costs**.

Number of rooms ____ X \$152.00 X number of nights (add 12.5% room tax if not tax exempt) =
\$_____ Paid to the hotel

Parking and Unloading: Hotel Parking Fees are \$8.00 for Self-parking and \$12.00 for Valet parking. Busses must unload immediately upon arrival at the hotel due to traffic; advisors should not hold students on bus while the advisor checks in at desk. The Universal Center will be utilized as a Student and Baggage Holding Area.

Food costs will vary as there are a variety of restaurants in the hotel and within walking distance of the hotel. The DoubleTree Hotel offers food options at moderate prices. Universal CityWalk® is adjacent to the hotel and within walking distance offering a variety of restaurants.

Directions to the hotel:

From the turnpike - take exit 259 (I-4 West towards Tampa) to exit 75-B for S KIRKMAN RD/FL-435 N. Turn right at light (Major Blvd) and then left at the hotel.

From the South headed North on I-75 take Exit 261 for I-4 towards Orlando. Then take exit 75-B for S KIRKMAN RD/FL-435 N. Turn right at light (Major Blvd) and then left at the hotel.

For more Orlando information (hotel, restaurants, attractions, shopping, etc.), please refer to the following websites:

DoubleTree Hotel at the Entrance to Universal Orlando - www.doubletreeorlando.com

Orlando/Orange County Convention & Visitors Bureau - www.orlandoinfo.com

Orlando Tourist Information Bureau - www.orlandotouristinformationbureau.com

We are looking forward to seeing you there!