



Room Request for Rice University, FORTE 2002

The Warwick Hotel

5701 Main St.

Houston, TX 77005

Tele: 713-526-1991

ATTN: Melissa Graves

FAX: 713-527-1894

Mgraves@warwickhotelhouston.com

Please complete the form and fax to Melissa Graves, or submit the requested information via e-mail. If you have questions or prefer to make your reservation by phone, please call our toll-free number: 1-800-223-6800. You will receive a fax confirmation within two days.

ROOM RATE: \$109 plus 11% tax (includes Rice University's state tax exemption).

Guest Name _____

Guest Address _____

Guest Phone # _____

Guest Fax # _____

Arrival Date _____

Departure Date _____

Room Request (request only)

King _____ **Double (2 beds)** _____ **Non-Smoking** _____ **Smoking** _____

Credit Card# _____ **Expiration** _____

Name on Credit Card _____

Authorizing Signature:

(For Fax Reservation)

I acknowledge that I am authorized to sign on this credit card or have been designated to do so for the purpose of this request.

Cancellation Policy

I acknowledge that in the event of reservation cancellation, no penalty will be incurred if reservation is cancelled by 4p.m. day of arrival. Otherwise, a cancellation fee of one (1) night room & tax will be billed to me (requestor).

Confirmation _____ **Reservation Agent** _____