



**Hotel Reservations Form**  
**Reservations open January 13, 2012**  
**Lott Carey Baptist Foreign Mission Convention**  
**115<sup>th</sup> Annual Session – 12-17 August 2012**  
**New Orleans, Louisiana**



## How to Make Group Reservations

Each **Group Leader** is to fill out this form and fax it to the Hyatt Regency New Orleans, Attention: Reservations. The fax number is 504-587-4141.

The Lott Carey room rates for the Hyatt Regency New Orleans are:

- \$115.00\* King Accommodations
- \$115.00\* Queen Double/Double Accommodations

\*Rate does not include tax or service charges. Regency Club Upgrades are available for \$50 per night.

**Please Print**

Group Contact \_\_\_\_\_

Church/Organization \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Arrival Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_      Departure Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Total Number of Rooms Requested Each Night: \_\_\_\_\_

NOTE: Once your group's room block has been created, the group leader is responsible for providing the rooming list to the hotel. The reservationist will provide specific instructions.

## How to Make Individual Reservations

There are two ways individuals can make room reservations.

1. Individuals can dial **1-888-421-1442** and speak directly to a reservationist. The code to use when making your reservation is **Lott Carey Baptist Group**; or
2. Visit [www.lottcarey.org](http://www.lottcarey.org) and click on the "Annual Gatherings" tab to make an on-line reservation.

**NOTES:**

- A credit card is required to make individual reservations; however, your credit card will not be charged at the time of your reservation. Guests may also send a check or money order to: Hyatt New Orleans, 601 Loyola Avenue, New Orleans, Louisiana 70113.
- To **CANCEL** or **MAKE CHANGES** to your individual reservation, please call 1-888-421-1442. Reservationists are available 24 hours a day to answer questions about your room reservation.