



INDIVIDUAL HOUSING FORM
OFFICIAL HOTEL RESERVATION DEADLINE IS JANUARY 22ND, 2016

You should receive an acknowledgement within 72-hours. If you do not, PLEASE contact Connections Housing at 1-877-254-HELI (4354) or 404-842-0000. Send confirmation to:

Name:	_____	Phone:	_____
Company:	_____	Fax:	_____
Address:	_____	Email:	_____
City/State/Zip:	_____	I am an:	ATTENDEE: ____ EXHIBITOR: ____

Online: <http://heliexpo.rotor.org/> / Phone: 404-842-0000 or 1-877-254-HELI (4354) / Fax: 404-601-7442

Please rank at least 4 hotel choices below with 1 being highest and 4 being lowest.
 If all of your choices are sold out, Connections Housing will contact you with available alternate options.

All rates subject to local city and occupancy taxes (Please check your hotels' specific tax policy on your acknowledgement). Hotel amenities at a glance can be viewed online at http://heliexpo.rotor.org, and click "Housing." All hotels have a 72-hour cancellation policy unless otherwise stated. (Updated 05/19/15, 3:45pm)

Choice	Hotel	S / D Rates	Choice	Hotel	S / D Rates
	Aloft Downtown	\$184 / \$184		Hilton Garden Inn Downtown	\$179 / \$179
	Brown Hotel	\$209 / \$209		Hilton Garden Inn Louisville Airport	\$155 / \$155
___	Courtyard by Marriott Louisville Airport	\$179 / \$189		Holiday Inn Airport & Expo Center	\$149 / \$159
	Courtyard by Marriott Louisville Downtown	\$174 / \$174	___	Holiday Inn Louisville East – Hurstbourne	\$159 / \$159
	Crowne Plaza Louisville Airport	\$169 / \$169	___	Hyatt Place Louisville East	\$169 / \$169
___	Drury Inn & Suites Louisville	\$174 / \$174		Hyatt Regency Louisville	\$187 / \$187
	Embassy Suites Downtown	\$199 / \$199		Louisville Marriott Downtown	\$181 / \$181
___	Fairfield Inn & Suites Louisville Downtown	\$143 / \$143	___	Louisville Marriott East	\$179 / \$179
___	Four Points by Sheraton Louisville Airport	\$162 / \$162		Residence Inn by Marriott Louisville Airport	\$189 / \$189
___	Galt House Hotel	\$170 / \$170		Seelbach Hilton	\$199 / \$199
	Hampton Inn Louisville Airport	\$189 / \$189		SpringHill Suites by Marriott Louisville Airport	\$189 / \$189
	Hampton Inn Louisville Downtown	\$171 / \$171		SpringHill Suites Louisville Downtown	\$153 / \$153



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ROOM INFORMATION - If additional rooms are required, please copy this form.
Please supply names of all persons to occupy room and room type preference. (Please print clearly.)

<p>Room #1</p> <p>Guest Name: _____</p> <p>Sharing with: _____</p> <p>Arrival date: _____</p> <p>Departure Date: _____</p> <p>*Smoking Preference: ___ Non-smoking / ___ Smoking</p> <p>*# of beds: (___) / ADA Accessible Room (___)</p> <p>Guest Type: ___ Attendee / ___ Exhibitor</p>	<p>Room #2</p> <p>Guest Name: _____</p> <p>Sharing with: _____</p> <p>Arrival date: _____</p> <p>Departure Date: _____</p> <p>*Smoking Preference: ___ Non-smoking / ___ Smoking</p> <p>*# of beds: (___) / ADA Accessible Room (___)</p> <p>Guest Type: ___ Attendee / ___ Exhibitor</p>
<p>Room #3</p> <p>Guest Name: _____</p> <p>Sharing with: _____</p> <p>Arrival date: _____</p> <p>Departure Date: _____</p> <p>*Smoking Preference: ___ Non-smoking / ___ Smoking</p> <p>*# of beds: (___) / ADA Accessible Room (___)</p> <p>Guest Type: ___ Attendee / ___ Exhibitor</p>	<p>Room #4</p> <p>Guest Name: _____</p> <p>Sharing with: _____</p> <p>Arrival date: _____</p> <p>Departure Date: _____</p> <p>*Smoking Preference: ___ Non-smoking / ___ Smoking</p> <p>*# of beds: (___) / ADA Accessible Room (___)</p> <p>Guest Type: ___ Attendee / ___ Exhibitor</p>

* Smoking preference and number of beds are requests only, and cannot be guaranteed

DEPOSIT INFORMATION

Guarantee with credit card valid through March 31, 2016:

Card Number: _____ Exp Date: _____

Name on card: _____

Hotel reserves the right to charge a deposit in the amount of one night's room and tax prior to arrival. Individual reservations must be canceled 72-hours prior to arrival in order to avoid forfeiture of deposit. I acknowledge this deposit is non-refundable if my reservation is canceled within the hotel's cancellation policy.

More than 18,000 helicopter professionals are expected to participate at HAI HELI-EXPO 2016®, so exhibitors and attendees are encouraged to make hotel reservations as early as possible. Once again, **Connections Housing** has been designated as the official "Housing and Reservations Coordinator" for HAI HELI-EXPO 2016. All reservations must be received by Connections Housing on, or before, **January, 22nd, 2016**.

Online: <http://heliexpo.rotor.org> and click on "Housing"

Phone: 1-877-254-HELI (4354) (toll-free within the U.S.) or 1-404-842-0000 (international), 9:00am – 7:00pm, Monday - Friday, Eastern Time

Fax: 1-404-601-7442

Mail: HAI HELI-EXPO / Connections Housing, 950 Scales Road, Building 200, Suwanee, GA 30024

Please do not call to check if a housing form has been received unless it has been more than 72-hours since you submitted your form, and DO NOT send your completed housing form, or a copy, more than one time; this will delay processing and may cause duplicate billing.

Headquarter Hotel: Louisville Marriott Downtown: Exhibitors may request a maximum of ten (10) rooms at the headquarter hotel. If the block has been filled, Connections Housing will assign the next available hotel in order of preference as indicated on the housing form. If you require more than ten (10) rooms, please refer to the group housing form on the HELI-EXPO web site, or email your request to HELI-EXPOhousing@connectionshousing.com. All requests will be reviewed by HAI.

Alternate Housing: There are currently twenty-one (21) additional hotels to choose from that offer discounted HAI HELI-EXPO rates along with various amenities. Please visit <http://heliexpo.rotor.org> for more information.

- **Only one room may be requested under each "Guest Name."** If you submit more than one reservation under the same name, the duplicate reservation may be cancelled. Therefore, please submit one "Guest Name" for each room you are requesting.
- If you need to reserve **a block of several rooms under one contact person's name**, please use the "Group Housing Form" available online, or by email request to HELI-EXPOhousing@connectionshousing.com. A complete and final list of guest names must be submitted to Connections Housing on/or before **January 15th, 2016**; this is one week prior to the official hotel reservation deadline.
- If you are **sharing a room**, complete only ONE form with the names of ALL persons who will be occupying the room. Please include the earliest arrival date, and latest departure date.

Confirmation: Allow up to 72-hours for processing. Once your reservation has been processed you will receive an acknowledgement via email (or fax).

Corrections: If you have submitted a form in error, do not submit it a second time. Instead, please email the correction you would like to make to HELI-EXPOhousing@connectionshousing.com, or fax it to 404-601-7442.

Cancellations: Please note that your specific hotel's cancellation policy is stated on your reservation acknowledgement. Cancellation of your hotel reservation within the policy, or failure to check in on your scheduled arrival date, will result in one night's room and tax charged to the credit card provided for guarantee.

Suites: Anyone arranging for suites at any event hotel should email their request to HELI-EXPOhousing@connectionshousing.com. Please include your requested dates, preferred suite type, and reason for suite request in your email.

Arrive on Time! Although all reservations are guaranteed for late arrival, arrival dates are firm. Failure to check in on the scheduled date of arrival will result in one night's room and tax penalty, charged by the hotel, to the credit card provided as guarantee and the remainder of the stay will be canceled. A room canceled by the hotel due to the guest's failure to check in on the scheduled arrival date may leave the guest searching for a hotel room in a city of "sold out" hotels and/or paying much higher rates if a vacancy is found.

Hotels/Direct: Hotels cannot process HAI HELI-EXPO 2016 reservation forms. Requests sent directly to the hotels or to HAI will be substantially delayed or disregarded.

Deposits: All reservations must be guaranteed with either a credit card or check payment. Hotel reserves the right to charge a deposit in the amount of one night's room and tax prior to arrival. Reservations must be canceled before hotels' specific cancel deadline in order to avoid forfeiture of deposit or charge of cancellation fee. Reservations will not be processed without a major credit card **valid through at least March 31, 2016**.

Hotels will receive reservation information from Connections Housing by mid-to-late February, 2016. Please continue to call Connections Housing for all activity through Tuesday, February 19, 2016*. NOTE: HAI HELI-EXPO discounted rates will be available at the discretion of the hotel after February 19, 2016*. (*Subject to change)

Transportation: The HAI shuttle system will provide transportation to and from the Kentucky Exposition Center from all of the HAI HELI-EXPO 2016 hotels. Check <http://heliexpo.rotor.org> for further information which will be updated regularly.

Program Scheduling: Educational Courses will be conducted at the Kentucky International Convention Center (subject to change).