

SPRINGHILL SUITES®

MARRIOTT

Discounted Rate available until November 4, 2019 ONLY.

NETL Conference Coordination Information:	Hotel Information as follows:
Karen Blaney - Department of Energy	
Morgantown WV Collins Ferry Rd.	1000 Regis Road Pittsburgh, PA 15236
Phone: 304-285-4750	Hotel Reservations: 412-653-9800
Email: Karen.blaney@netl.doe.gov	

GUEST ROOM ACCOMMODATIONS

ROOM TYPE	RATE	Monday November 18, 2019	Tuesday November 19, 2019	Wednesday November 20, 2019
*Doubles	\$125.00			
*Kings	\$125.00			

***Hotel does not guarantee connecting rooms, or early check in.**

TOTAL GUEST ROOM NIGHT: 30

All room rates are quoted net, non-commissionable, and are exclusive of applicable state and local taxes 14%.

CALL IN / RESERVATION METHOD:

Hotel understands reservations will be made on an individual call in from the Department of Energy Employees. All reservations must be called in no later than **November 4, 2019**. After this time Hotel reserves the right to release the unsold portion of Client's commitment for general sale. Hotel will continue to accept reservations after the cut-off date, subject to availability at prevailing rates.

CHECK -IN / EARLY CHECK-IN / ADJOINING ROOMS:

The check in time at the Springhill Suites Hotel ~ West Mifflin is 3PM. The client understands hotel will not be able to guarantee early check-in or assign adjoining rooms.

CANCELLATION FEE:

Guest cancellations may be made up to Seventy Two (72) hours prior to arrival. If cancellations have not been made within the stated time frame, a charge of (1) one nights room & tax will apply to their credit card listed when making their reservation(s).