

## Room Reservations at The Westin St. Francis

### GUEST INFORMATION

GUEST NAME

LOCAL UNION

EMAIL

PHONE

### ROOM INFORMATION

Arrival date \_\_\_\_\_ Departure date \_\_\_\_\_

Room type and number of each requested:  Single \_\_\_\_\_  Double \_\_\_\_\_

► **If you are reserving rooms for multiple people on the same credit card**, please attach a separate sheet with the names of each guest and the type of room, single or double, being requested for each person.

### CREDIT CARD INFORMATION

Card type:  Visa  MasterCard  American Express  Discover  Diner's Club

NAME ON CREDIT CARD

CREDIT CARD NUMBER

EXPIRATION DATE

CVV (3 DIGITS ON BACK)

BILLING ADDRESS

CLUB NUMBER (IF APPLICABLE)

► **RESERVATIONS DEADLINE: This form must be received by the CFT no later than Monday, February 27.** You can complete the form electronically by using Adobe Reader or complete it by hand and scan it. Email your reservation requests directly to Angelica Vargas at [avargas@cft.org](mailto:avargas@cft.org). Or fax them to the CFT Sacramento office at 916-446-2401.

► **CANCELLATIONS: Room reservations must be cancelled by March 1** to avoid room charges being billed to the credit card used to guarantee the room. Send cancellation requests directly to Angelica Vargas at the CFT, [avargas@cft.org](mailto:avargas@cft.org).