

## ***Texas FFA General Housing Block***

### **Information for Hotel Reservations**

Texas FFA has negotiated discounted hotel rates for 2017 State Convention attendees. Using the links below, you can review the hotel options and make real-time reservations through our secure hotel booking website.

You must make your hotel reservation through Orchid Event Solutions. If you call the hotel directly, they will not be able to make reservations for you in the FFA Block. Hotel reservations are taken on a first-come, first-served, space available basis. Submit your request as soon as possible for the best opportunity of receiving your hotel choice.

### **Deadline**

Hotel reservations for the Texas FFA Convention sell out very quickly, so you are encouraged to make your reservations as soon as possible. All reservations must be received by **June 19, 2017**, to guarantee availability and conference rates. After this date, reservations will be made based on availability and hotels may charge higher rates.

### **Ways to Book Hotel Reservations in the FFA Block**

**Online:**            [CLICK HERE](#) (for new reservations or to cancel existing reservations)

**Telephone:**    Agents available 7:00 a.m. to 6:00 p.m. Mountain Standard Time, Monday through Friday  
Toll-free (US):    800-989-4008  
International:    801-214-7274

### **Required Field – Chapter Number**

One of the required fields in the online reservation webpage is Chapter Number. Advisors making reservations for their school should enter their 4-digit chapter number in this field. Guests who are not making reservations for a school should enter '9999' in the Chapter Number field.

### **Deposit**

All reservation requests must be accompanied by a credit card guarantee or check equaling the amount of one night's room and tax for each room reserved.

### **Acknowledgments**

Orchid Event Solutions will send reservation acknowledgements within 24 hours via email if booked online or by telephone. If you do not receive your acknowledgement in this time frame, contact Orchid Event Solutions. **You will not receive a written confirmation from the hotel.**

### **Changes & Cancellations**

Reservations can be modified or cancelled without penalty on or before **May 19, 2017**. Cancellations received on or after **May 20, 2017** will forfeit deposit of one night's room and tax. If the credit card on file is invalid or expired, rooms will be released.

Through **June 19, 2017** send requests for changes and cancellations in writing to Orchid Event Solutions via e-mail ([help@orchideventsolutions.com](mailto:help@orchideventsolutions.com)) or fax to 801-355-0250. After June 19<sup>th</sup>, contact hotels directly to make changes and cancellations.



## Questions or Special Requests?

For questions or special requests, please contact Orchid Event Solutions at 800-989-4008 or e-mail questions to [help@orchideventsolutions.com](mailto:help@orchideventsolutions.com). Special requests are not guaranteed. Hotels will assign specific room types upon check-in, based on availability.

## Important Housing Message

### Why Stay at a Convention Hotel?

Texas FFA has secured room blocks for attendees at a variety of hotels to meet all tastes and budgets. These participating hotels are providing discounted rates to you based on a guaranteed percentage of attendees staying in these official conference hotels.

Orchid Event Solutions, Texas FFA's official Housing Company, is coordinating hotel reservations for the convention. When you book your room with Orchid Event Solutions you will receive the following benefits:

- Immediate email acknowledgement of your hotel assignment;
- Peace of mind that you have a reservation at an "official" Texas FFA hotel at the discounted rate
- Protection in the event the hotel has oversold guest rooms
- And much more!

### **When rooms are booked at hotels that are NOT within our official hotel block and/or you do not use Orchid Event Solutions:**

- Texas FFA is exposed to penalties for not fulfilling our room block commitment. By avoiding hotel penalties, Texas FFA is able to keep Convention costs down
- Texas FFA risks our ability to return to preferred hotels and receive discounted rates
- Texas FFA risks losing qualification for the amount of space needed at the convention center
- Texas FFA is unable to assist in the event a reservation can't be located in the hotel's system
- Texas FFA is unable to help protect reservations in the event the hotel "oversells" its room inventory

Please support the Texas FFA by staying at the official hotels. We think you will find the ease of making reservations, quality hotel services and amenities to be worth it!