



National Guard Association of Texas Conference Hospitality Suite Request Form

Planning to host a Hospitality Suite during the 64th Annual NGAT Conference? Now is the time to make your reservation. Do not delay! Only a limited number of suites are available, and they are going fast. To request a reservation, complete the form below and send it to NGAT with your deposit of \$100.00. Deposits must be received by NGAT no later than **February 28, 2023**.

Suite: **EXECUTIVE SUITE**

Rate: \$147 per night plus applicable taxes
 \$147 per night plus applicable taxes for a connecting room.

Description: The Executive Suite has a king bed, mini-refrigerator, sofa, chair, table with seating for 2, writing desk with ergonomic chair. Offer a spectacular view of the Irving area. The suite does contain a dividing wall.

Dimension: 815 sq. ft.

Hospitality Suite Rules

- *Hospitality suites are available on a first-come, first-served basis.*
- NGAT will contact you to discuss your assignment after receipt of the Hospitality Reservation form.
- Food and alcoholic beverages may be taken into the suite, provided ***it is done discretely***.
- At minimum, two (2) hospitality suite hosts must be TABC certified.
- There can be no printed invitations or handout material about the Hospitality suites.
- ALL food and beverage must be contained and consumed within the suite.
- Food and beverages may also be ordered through the hotel catering department at your expense.
- NO live bands or DJs in the suites
- Hospitality suite check-in time is 3 pm on Friday, March 24, 2023.

(Please type or print)

Unit:	POC:	
Street Address:		
City:	State:	Zip:
Cell Phone:	Work Phone:	
Email Address:		
<input type="checkbox"/> No I do not want a connecting room <input type="checkbox"/> Yes I do want a connecting room		
Select Date Preference: (Please check Option)		
<input type="checkbox"/> Only Friday, March 24	<input type="checkbox"/> Only Saturday, March 25	<input type="checkbox"/> Both Friday and Saturday March 24-25

Fax or Email to NGAT: (F) 512-467-6803 or (Email) tmarshall@ngat.org

To pay by credit card complete the below information.

Your \$100 deposit will show as a credit on your room upon your arrival.

Please Check Payment Method Check Money Order Mastercard Visa

Name of the Card Holder: _____

Card Number: _____ CVV Code: _____ Exp Date: _____

Billing Address Zip Code: _____ Signature of Cardholder: _____

Please charge my card the \$100 Hospitality Room Deposit.

Please charge my card \$_____ to pay for my Hospitality Room

(A 5% credit card fee will be applied to all credit card payments)



Hospitality Seating Area - wall divides seating area and bedroom



Hospitality Suite Bedroom Area



Hospitality Suite Bathroom



Hospitality Room Frig and sick area



Overlook Texas Music Factory



Overlook Irving