



**PORTOLA PLAZA HOTEL**  
AT MONTEREY BAY

DATE: \_\_\_\_\_

## RESERVATION FORM

TO: GROUP RESERVATIONS

ATTN: PORTOLA PLAZA – MONTEREY BAY  
TWO PORTOLA PLAZA  
MONTEREY, CA 93940  
PHONE: (831) 649-4511, FAX: (831) 649-4115

CONFERENCE NAME:	IVEC – 2006			
CONFERENCE DATES:	April 22-27, 2006			
ROOM RATES:	SINGLE:	\$179.00	DOUBLE:	\$179.00
CUT-OFF DATE:	April 7, 2006			

LAST NAME: \_\_\_\_\_

FIRST NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

ARRIVAL DATE: \_\_\_\_\_ DEPARTURE DATE: \_\_\_\_\_

# OF ADULTS: \_\_\_\_\_ # OF CHILDREN: \_\_\_\_\_

BED TYPE: SINGLE: \_\_\_\_\_ DOUBLE: \_\_\_\_\_

**RE: AUTHORIZATION TO CHARGE CREDIT CARD**  
*A clear photocopy of the front and back of the card to be charged must be attached to this RESERVATION FORM in order to be valid. For best result place copier on lightest setting.*

NAME ON CREDIT CARD: \_\_\_\_\_

CREDIT CARD TYPE:  AMEX  DISCOVER  MASTERCARD  VISA

CREDIT CARD #: \_\_\_\_\_ EXP. DATE: \_\_\_\_\_

AUTHORIZING SIGNATURE: \_\_\_\_\_

COMMENTS/REMARKS: \_\_\_\_\_