

We are so excited to welcome you to the Hyatt Regency Salt Lake City for our 2023 Annual Convention.

A Note From The Organizer

Should you encounter a problem with your reservation, that cannot be corrected via the website:

<https://www.hyatt.com/en-US/group-booking/SLCRS/G-ZYHE>

please email Valerie Jensen at VJensen@helmsbriscoe.com.

****Regarding Cancellation:**

Sleeping room reservations must be made no later than Monday July 31, 2023, in order to receive our special group rates. Guests making a reservation at the Hotel for the NCCW 2023 Annual Convention will have their credit card charged for one night's room and tax at time of booking.

Should the reservation subsequently be cancelled, the following individual cancellation terms shall apply:

Date of Individual Cancellation:	Charge Owed for Individual Cancellation:
April 2, 2023 to July 23, 2023	No Charge
July 24, 2023 to July 30, 2023	Charge of (1) one night's room and tax
July 31, 2023 to August 6, 2023	Charge of (2) two night's room and tax
August 7, 2023 to August 13, 2023	Charge of (3) three night's room and tax*
August 14, 2023 to Date of Arrival	Charge for their entire stay's room and tax

*or the Guest's full stay should it be less than (3) three nights

Guests departing the Hotel before their confirmed scheduled departure date will be subject to an "Early Departure Fee" of their applicable room rate plus tax per night, for each night not actualized at the Hotel. You may change and/or confirm your final checkout date at any time prior to and up until July 23, 2023 without penalty. After that date the above policy will be enforced.

Please note the following:

- Breakfast is not included in the rate.
- Roll-away beds cannot be provided to double, triple, or quad occupancy rooms.
- **Housekeeping is available only upon request** (must be requested by 12:00pm for the day it is requested) or rooms will be serviced every three (3) days depending on length of stay.
- NOTE: this policy is subject to change.

-All sleeping rooms and suites are equipped with complimentary high-speed Wi-Fi, small refrigerators and coffee makers with coffee and tea making supplies. Guests are entitled to complimentary use of Hotel's fitness center/health club.

3/23/2023