## 2024 Write in the Springs Conference Glen Eyrie Lodging Rates & Reservation Instructions

Take advantage of lodging at the awe-inspiring Glen Eyrie property for up to four nights to soak in Glen Eyrie's inspiring grounds and make this conference an extended experience personally designed to fit your schedule and budget.

Our room block features standard hotel-style rooms in the same lodge where our meetings are held. Lodgers receive a full, buffetstyle breakfast in the castle each morning of their stay in addition to Saturday's lunch for all registrants. Each guest room has two queen beds and a private bath. Free Wi-Fi, but no TV.

The rates shown at right are per person nightly rates based on the number of people occupying the room. Prices shown include taxes.



| Room Occupancy       | Single | Double | Triple | Quad |
|----------------------|--------|--------|--------|------|
| Per Person/Per Night | \$165  | \$82   | \$59   | \$46 |

Available nights are Thursday, April 18, 2024 through Sunday, April 21, 2024.

## **Reservation Instructions**

You must complete your conference registration <u>before</u> requesting a lodging reservation. Email your lodging request to: **conference@acfwcosprings.com**. Your request should include the following information:

- 1) Your Name
- 2) Your Phone Number
- 3) Your selected Nights of Stay and Room Occupancy
- 4) Indicate if you need handicap accessible accommodations.
- **5)** For multiple occupancy, please state the name of each roommate. Also indicate which of these, if any, are to be included on <u>your</u> invoice for payment.

The registrar will process your request and email an invoice to you which contains a link (secured through PayPal) where you can complete your payment with your credit or debit card (no PayPal account is required). Once your payment is processed you'll receive a receipt by email and your reservation will be complete.

Lodging Refund Policy: Notifications of room cancellation that are received by March 6, 2024 will have a \$25 per night penalty deducted from their refund. Cancellations after March 6th are only eligible for this refund if the room can be successfully rebooked.