

# The Hotel Hershey Registration Information

**A/CAPA Special American Plan:**

Rates include overnight accommodations, three meals daily, beginning with LUNCH on the day of arrival, concluding with BREAKFAST on the day of departure, and are inclusive of Pennsylvania State Sales Tax, gratuity on food portion and daily housekeeping fee. Bell staff and driver gratuities are not included in the package.

**No reservations will be accepted by phone. Include this page with your registration form for the conference.**

**III. Guest Information Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Institution Name:** \_\_\_\_\_

<p><b>Attendance / Child Accounting Professional Association</b></p> <p>Group Arrival Date: Wednesday, November 8, 2023                  Group Arrival Date: Friday, November 10, 2023</p> <p style="padding-left: 40px;">Single Occupancy: \$296 daily per person                  Double Occupancy: \$169 daily per person                  Triple Occupancy: \$126.50 daily per person                  Quad Occupancy: \$105.25 daily per person</p> <p>Arrival Date: _____                  Departure Date: _____ NIGHTS: _____</p> <p>TOTAL NO. NON-CONFERENCE GUEST IN ROOM: _____</p> <p><b>THE HOTEL HERSHEY IS A NONSMOKING FACILITY</b></p>	<p><b>IF SHARING ROOM, PLEASE COMPLETE ROOMMATE(S) INFO:</b></p> <p>Facility: _____                  Institution: _____                  Name: <u>2</u> _____                  Address: _____ PA _____                  Address : _____                  City: _____ State: _____ Zip: _____                  Telephone: _____                  Fax.....: _____                  Arrival Date.....: _____                  Departure Date: _____ NIGHTS: <u>NaN</u> _____</p>
<p><b>Indicate Room Preference in order 1, 2, 3 (1 being your 1<sup>ST</sup> choice)</b></p> <p>( ) Hotel Cottages ( ) Hotel Main Building ( ) Lodge</p> <p>Note: This does not guarantee your room assignment!</p>	<p><b>SPECIAL (ADA) NEEDS:</b></p>

For transportation service from/to the Harrisburg International Airport or the Harrisburg Train Station, please call 717-533-2171, ext. 8100 one (1) week prior to arrival. A transportation fee is charged.

Your room must be guaranteed for occupancy to a major credit card or by sending a deposit by check or money order in the amount of 1 night's lodging at the rates listed above. This deposit will guarantee your reservation and will be applied only for the confirmed day of arrival. **Please make check payable to THE HOTEL HERSHEY . If is using a check, please enclose it with this form when mailing to Blue Chip Mgt Svc Inc.**

- I would like to pay for my hotel reservation with a credit card.**
1. Blue Chip Management will forward your reservation information to the Hotel Hershey. After the hotel has processed it, Blue Chip Management will e-mail you, notifying you to call the hotel and provide them with your credit card information.
  2. You will need to call Hershey reservations at 1-800-HERSHEY. Once you have confirmed your reservation and provided your credit card information, the hotel will give you a confirmation number.

- I would like to pay for my hotel reservation with a check.**
1. Print out your registration form.
  2. Mail your form and a check payable to the Hotel Hershey to: Blue Chip Management, 303 Concord Ave., Exton, PA 19341.
- PO: Enter #** \_\_\_\_\_

**\*Please make sure that Blue Chip's e-mail is able to get through your school's SPAM filter.\***

**CANCELLATION:** If you find it necessary to cancel your reservation, please contact THE HOTEL HERSHEY at the above number no later than 72 hours prior to arrival. Your deposit will be returned if cancellation is received more than 72 hours prior to your scheduled arrival date. Ask for and record the cancellation number given at the time cancellation is made.

Please make sure you list the appropriate arrival and departure dates. **The Hotel charges a \$50 fee for early checkouts.**

**CHECK IN TIME IS AFTER 4:00 PM. (We cannot guarantee occupancy prior to 4:00 PM.) – CHECK OUT TIME IS 12:00 NOON.**

**IV. TO SUBMIT:**

Save this PDF file and email it to [cmt@bluechipmanage.com](mailto:cmt@bluechipmanage.com).

Also, you may print a copy and mail to address shown.

A/CAPA  
 c/o Blue Chip Management  
 Services 303 Concord Road  
 Exton, PA 19341