

# 2012 SUMMER NAMM EXHIBITOR SUITE REQUEST FORM

**Housing officially opens  
March 28, 2012 at  
8:00 a.m. PT**

**Show Dates: July 12-14, 2012**

Company Name: \_\_\_\_\_ Member #: \_\_\_\_\_

Contact Name: \_\_\_\_\_ On-site Cell #: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip, Country: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax: \_\_\_\_\_ email: \_\_\_\_\_

Send acknowledgment by (check one):  email  Fax

Suite Choices: 1. \_\_\_\_\_ 3. \_\_\_\_\_

2. \_\_\_\_\_ 4. \_\_\_\_\_

Hotel Frequent Traveler Information: Hotel: \_\_\_\_\_ ID #: \_\_\_\_\_

You may request a suite once you have submitted your Exhibitor Space Application with deposit. Two night minimum is required.

## NAMM

### Meetings & Events Department

5790 Armada Drive  
Carlsbad, CA 92008  
Phone: 760-438-8001  
**FAX: 760-438-9008**

### Important Suite Reservation Dates:

- Mar 23:** Official NAMM Show housing opens at 8:00 a.m. PT.  
**May 4:** Last day to cancel suites w/o penalty.  
**Jun 18:** Last day to make reservations at the NAMM discounted rate though the Nashville Housing Bureau.

For more show information visit:  
[www.namm.org](http://www.namm.org)

ADA (Americans with Disabilities Act)

Check here if ADA accommodations are desired. Please specify needs:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

You will receive an acknowledgment from the Nashville Housing Bureau once your request has been approved by NAMM. Please review this acknowledgment carefully for information regarding hotel cancellation fees, policies and procedures.

### Office Use Only

Exhibiting \_\_\_\_\_  
Approved \_\_\_\_\_  
Date \_\_\_\_\_

Names of Guests	Sharing with	1 Bedroom or 2 Bedroom	Number of Beds in Sleeping Room(s)	Arrival Date	Departure Date	Suite Type / Special Requests

CREDIT CARD DEPOSIT:  VISA  MASTERCARD  AMERICAN EXPRESS

Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
(Expiration date on card must be after August 2012)

Cardholder's name: \_\_\_\_\_ Signature: \_\_\_\_\_

If your status changes as a NAMM Member or Exhibitor during the process, reservations are subject to change or cancellation.

Suites are reserved for Exhibitors who contract directly with NAMM for a minimum 200 sq. ft. of booth space on the show floor. No furniture removal will be allowed in suite. Deposit required at time of booking. First night's room rate plus tax. The Nashville Housing Bureau is responsible for insuring the credit card info you provide is protected under PCI compliance requirements. Review cancellation terms. Failure to provide all information requested above may cause a delay in receipt of your acknowledgement. Special requests are not guaranteed by hotel.

\*NAMM's official housing company is the Nashville Convention and Visitors Bureau. Should you receive calls from any other housing companies, please know that they are not associated with our trade show and reservations made through those vendors cannot be guaranteed. If you are approached by an individual or company suggesting you place a hotel reservation with them, please notify us and we will rectify the situation.