

PAPNA SPRING 2024 CONFERENCE

Hotel Accommodations & Reservations



The Penn Stater
Hotel & Conference Center
215 Innovation Boulevard State College, PA 16803

GUESTROOM BLOCK:

The following guestroom accommodations have been reserved for Group at **The Penn Stater Hotel and Conference Center**. When referring to your guestroom block, please reference the Group Code listed below:

GROUP CODE: YORK24A

	Tue 5/07/2024		Wed 5/08/2024		Thu 05/09/2024	
	Rooms	Rate	Rooms	Rate	Rooms	Rate
STANDARD	30	\$139.00	30	\$139.00	30	\$139.00

Group rates listed above do not include prevailing state and local occupancy taxes and apply to standard guestroom type only. Deluxe guestrooms and suite rates are priced higher based on availability.

Individual attendees will contact THE PENN STATER's Central Reservations Department directly by **Sunday, April 7, 2024**, to make their own guestroom reservations. Guests can either contact Central Reservations directly by calling 1-800-233-7505 and referencing the **Group Code** listed above, OR by going to our secure website at <https://thepennstaterhotel.psu.edu/>. Individuals will guarantee their guestroom reservations by providing credit card information at time of reservation. **Please Note:** On-line reservations **WILL NOT** be available for guestroom blocks with fewer than **ten (10) guestroom nights**.

The Penn Stater Hotel and Conference Center is a non-smoking facility. All guestrooms are NON- SMOKING. Should a guest smoke in their guestroom, a \$250.00 fee will be charged for cleaning the guestroom. The fee will be charged to the credit card placed on Guest's reservation at check-in. Should Group's guest not have funds to pay the cleaning charge, the charge will be placed on Group's master bill. It will be Group's responsibility to recoup these cleaning charges from Group's guest.

CUT-OFF DATE:

At 12:01 AM on Sunday, April 7, 2024, THE PENN STATER will release for general/public sale any guestrooms in Group's guestroom block which have not been confirmed by Group in the form of Group's rooming list or individually reserved guestroom reservations for the agreed dates. All requests received from Group after this date will be accepted at THE PENN STATER's rack rate at the time of reservation and on an "if available" basis.

METHOD OF RESERVATION:

Group reservation of guestrooms:

Group shall provide a rooming list to THE PENN STATER no later than **Sunday, April 7, 2024 at 12:01 AM**. Guestrooms will be guaranteed to the Master Account. Group shall be charged for the first night's guestroom and tax for late cancellations which are made twenty-four (24) hours in advance of arrival and no-shows. Indicate below if Group is responsible for guestroom charges or if the individual attendee is responsible for payment. If Group is responsible, please indicate which charges are to be direct billed to the Master Account.

PAPNA SPRING 2024 CONFERENCE

Hotel Accommodations & Reservations

Individual attendees are responsible for all guestroom charges. Late Cancellations and No Shows will be charged to Group's Master Account. Guests will present a method of payment at check-in.

Group is responsible for the following attendee guestroom charges:

Hotel guestroom room and tax

Food / Restaurant meals

Incidentals

Individual reservation of guestrooms:

Individual attendees will contact THE PENN STATER's Central Reservations Department directly by **Sunday, April 7, 2024**, to make their own guestroom reservations. Guests can either contact Central Reservations directly by calling 1-800-233-7505 and referencing the **Group Code** listed above, OR by going to our secure website at <https://thepennstaterhotel.psu.edu/>. Individuals will guarantee their guestroom reservations by providing credit card information at the time of reservation. **Please Note:** On-line reservations **WILL NOT** be available for guestroom blocks with fewer than **ten (10) guestroom nights**.

CHECK-IN/CHECK-OUT:

Standard **check-in time is 4:00 p.m.**; standard **check-out time is 11:00 a.m.**

INDIVIDUAL GUESTROOM CANCELLATIONS / NO SHOWS / LATE DEPARTURES:

All individual reservation cancellations received **within 24 hours of arrival date** are subject to a cancellation charge equivalent to a one-night stay. THE PENN STATER will charge for one (1) night for any no-shows at the guest's confirmed guestroom rate. Cancellation and no-show fees will be included for calculation of Group's **Anticipated Guestroom Revenue**.

Late departures must be requested and approved in advance. Departures **after 11:00 am and prior to 4:00 pm** will be charged a late departure fee of **half the guest's confirmed guestroom rate**. Departures **after 4:00 pm** will be charged **an additional full-night's confirmed guestroom rate**. Charges will be applied to guest's folio or Group's Master Bill, as applicable.