**USE ONLY IF YOU ARE ARRIVING BEFORE June 7, 2020**

**OR STAYING AFTER THE CONFERENCE**

**Pre and Post Conference Reservation Extension Request**

***You must first register for the conference with ECI AND also contact Kathy Chan (******kathy@engconfintl.org******) before you contact Snowbird for pre/post nights. Below is the information that they will need:***

**CALL DIRECTLY to the Snowbird Resort Central Reservations: +1-800-453-3000**

Tell them that you will be attending the upcoming Engineering Conferences International (ECI) conference

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and that ECI will reserve your accommodations for the conference period (nights of Sunday, June 7; Monday, June 8; and Tuesday, June 9.) You, however, need to extend your stay for the following additional night(s):

**Snowbird Resort will book your requested room nights in the same room category and rate
booked for your conference nights with ECI. Rooms are $169/night plus resort fee ($10/night) plus tax.**

|  |  |
| --- | --- |
| □ Thursday night, June 4, 2020 □ Friday night, June 5, 2020**□** Saturday night, June 6, 2020 | □ Wednesday night, June 10, 2020□ Thursday night, June 11, 2020□ Friday night, June 12, 2020 |

They will need to know the following:

1. Name of Conference Attendee:
2. # in party:
3. Adults- Children (ages)-
4. Mailing address
5. City, state/province and postal code
6. Telephone
7. Email

**IMPORTANT**: Have your credit card information handy when you call in your request. Because of US PCI laws (Payment Card Industry Security Standards Council), Snowbird can no longer accept credit card numbers by email or fax.

No rooms will be held without a deposit.

**Cancellation Policy:** Please note that cancellation policy is to advise 48 hours prior the arrival date to avoid the minimum charge of one night stay on the credit card.