

**From:** Terri Freeman [terri.freeman@frosch.com](mailto:terri.freeman@frosch.com)  
**Subject:** FW: Reservation #111193 - Marriott 19 Nike Mideast Qualifier (15 Open, 16-18s)  
**Date:** August 24, 2018 at 2:38 PM  
**To:** Joel Anderson [joelanderson@chicagoelitevolleyball.com](mailto:joelanderson@chicagoelitevolleyball.com)



**From:** [info@advancedeventsystems.com](mailto:info@advancedeventsystems.com) <[info@advancedeventsystems.com](mailto:info@advancedeventsystems.com)>  
**Sent:** Friday, August 24, 2018 1:40 PM  
**To:** Terri Freeman <[terri.freeman@frosch.com](mailto:terri.freeman@frosch.com)>  
**Subject:** Reservation #111193 - 19 Nike Mideast Qualifier (15 Open, 16-18s)



## Hotel Reservation For 19 Nike Mideast Qualifier (15 Open, 16-18s)

### Attention

Terri Freeman  
[terri.freeman@frosch.com](mailto:terri.freeman@frosch.com)  
(630) 420-0400  
5048 N Marine Drive D7  
Chicago, IL - 60640

### Event Details

**Event:**  
19 Nike Mideast Qualifier (15 Open, 16-18s)

**Host:**  
Capitol Sports Center

**Event Dates:**  
Fri, Mar 22 - Sun, March 24 2019

### Reservation Summary

**Reservation #:** 111193  
**Timestamp:** 8/24/2018 2:39:35 PM

### Hotel Information

Marriott Downtown Indianapolis  
350 W. Maryland Street  
Indianapolis, IN - 46225  
[800-476-0060](tel:800-476-0060)

### Rooms

Room Type	Check In	Check Out	Qty	# of Nights	Avg Rate	Total
Queen/Queen Non-Smoking	Thu, Mar 21	Sun, Mar 24	34	3	\$177	\$18054.00

**Total Amount: \$18054.00**  
**Tax Not Included**

### Amenities and Other Charges

Breakfast Breakfast Not Included in reservation  
Amenities\*\* Amenities offered are subject to change without notice:

-Free Wi-Fi -Fitness Center -Service Animals Allowed -Laundry/Dry Cleaning Services Available -  
Microwaves and Refrigerators, limited quantities, available upon request -On-Site Restaurant:  
Connor's (Breakfast, Lunch & Dinner)

Parking \$49 Valet Parking; \$44 On-site Self-Park \*\*Rates Subject to Change Without  
Details Notice\*\*

### Cancellation Policy

Rooming lists for blocks made **before November 1<sup>st</sup>** must be completed by **December 15<sup>th</sup>**, including names and methods of payment for all rooms. A room with names but no method of payment will be held with the credit card holding the block. Any rooms unoccupied after this deadline, will be dropped from the block.

Rooming lists for blocks made **on November 1<sup>st</sup> or prior to January 1<sup>st</sup>** must be completed by **January 15<sup>th</sup>**, including names and methods of payment for all rooms. A room with names but no method of payment will be held with the credit card holding the block. \*\*\*Please make sure you associate your specific team to your reservation. Any rooms unoccupied after this deadline, will be dropped from the block.

Rooming lists for blocks made **on or after January 1<sup>st</sup>** must be completed by **February 15<sup>th</sup>**, including names and methods of payment for all rooms. A room with names but no method of payment will be held with the credit card holding the block. \*\*\*Please make sure you associate your specific team to your reservation. Any rooms unoccupied after this deadline, will be dropped from the block.

Group Cancellation will be accepted up to **February 15<sup>th</sup>**. **Cancellations** of 4 or more

Group cancellation will be accepted up to **February 28**. Cancellations of 1 or more rooms (defined as a group reservation) that occur after this date will result in a **penalty** for lost revenue/damages.

Individual changes will be accepted up to **March 11<sup>th</sup>**. **No changes can be made after 10 days prior to arrival.** If the reservation is no longer required and is not cancelled prior to this time, subsequent room and tax charges will be billed to the credit card on file.

Room types are requests upon the hotel. We cannot guarantee that the hotel fulfills these requests. A group reservation is a booking of 4 or more rooms at the time of reservation. Even if you are an individual room within the group reservation, it is classified as a group reservation. Individual reservation is a booking of 3 or fewer rooms at the time of reservation.

\*\*\*No shows for the first night of your reservation will be assessed a one night penalty and your reservation will be cancelled for the remainder of its scheduled stay.

\*\*\*Hotels may pre-authorize credit cards on file up to 7 days prior to your check in to ensure that funds are available or take a 1st night's deposit up to 10 days prior to check-in

### Instructions for Adding Rooming Lists:

1. Go to <https://www.advancedeventsystems.com/reservations/manage/lookup>
2. Enter the e-mail address of the person who made the reservation: [terri.freeman@frosch.com](mailto:terri.freeman@frosch.com). This can also be found in the contact information section of the confirmation e-mail.
3. Type in 111193 as the Reservation #.
4. A summary of your reservation will appear.
5. From this page, identify the room type you would like to add your rooming list to. Be sure to check the check in and check out dates.
6. Please select an available room from the reservation drop down.

**You will need to type one person per row. Please make this as accurate as possible for check in and security purposes.**

7. Type in your credit card information.

**No one has access to your credit card information except for the hotel. AES web site is secure using SSL (Secure Socket Layer) encryption.**

8. Click update.
9. If you have any problems, please contact Housing Support at [800-476-0060](tel:800-476-0060) or Email: [wheels@capitalsportscenter.com](mailto:wheels@capitalsportscenter.com)