

ASC STUDENT COMPETITION

SCHOOL – Rooming Information

Please fill out the below information, email or fax back to:

Jennifer Phillips by **September 24, 2018**. There are no guarantees on room types.

Email: jphillips@arbordayfarm.org Phone: 402-873-8739 Fax: 402-873-8796

School Name

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Coach's Name

Coach's Cell Phone

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Coach sleeping rooms needed - per night

Wednesday Thursday Friday

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Student sleeping rooms needed - per night – Students work in their guest rooms.

Wednesday Thursday Friday

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PLEASE PROVIDE A LIST OF COACH'S NAMES

PLEASE PROVIDE A LIST OF STUDENTS NAMES

No furniture in the guest rooms will be or is to be moved. A penalty fee of \$500 will be charged if the furniture is moved.

***SIGN HERE

Date:

ASC STUDENT COMPETITION
SCHOOL- Method of Payment Form

Name: Associated Schools of Construction Date: October 24-27, 2018

School Name:

Contact:

Address:

City:

State:

Zip:

Check the item(s) below, which are to be billed your credit card:

Dining Room Meals Guest Rooms Meeting Rooms Audio Visual
 Phone Calls Lounge Gift Shop

Complete CREDIT CARD INFORMATION below:

Card Holder Name (as it appears on the card):

Credit Card Number: - - - XXXX (for your protection, please call with
the last 4 digits of your credit card)

Expiration Date:

CSV Number (3-digit code near signature line):

I authorize use of my credit card to secure payment upon checkout during dates above at
Lied Lodge & Conference Center. I understand that failure to settle my account (14) days
from the invoice date for my event will result in an actual charge posting to my credit
card.

ALL ACCOUNTS ARE DUE AND PAYABLE PRIOR TO CHECKOUT. AN
ADDITIONAL 2% IS CHARGED EVERY MONTH THEREAFTER. THE CLIENT IS
RESPONSIBLE FOR ALL FEES ASSOCIATED WITH COLLECTION OF PAST DUE
BILLS.

***SIGN HERE

Date:

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SCHOOL- Equipment Rental Release Form

Coach(s) Name:

Name of School and Coach's Room Number:

Number of Chairs Requested (\$1.00 per Chair):

Number of Tables Requested (\$15.00 per Table):

Computer Hub (\$5.00 per Hub)

Power Strip (\$5.00 per power strip)

Wednesday 4:00pm - 8:00pm - Table and Chair Pick-Up Lower Lobby

Friday 9:00am - 2:00pm - Table and Chair Return Lower Lobby

Above fees will be charged to Coach's guest room noted above.

***SIGN HERE

Date: