



Association of Caribbean Higher Education Administrators (ACHEA) – July 6-9, 2016 (rates applicable 3 days pre and post based on availability)-Book ID#10603. Three nights minimum length of stay is required

PREMIER ROOMS(LIMITED VIEW):	SINGLE	DOUBLE	TRIPLE	CHILDREN
	US\$230.00	US\$280.00	US\$380.00	US\$50.00 FOR CHILDREN AGE 6-14 YEARS OLD SHARING WITH 2 ADULTS

Higher room categories are available at an additional cost
Rates are All Inclusive Per Room, Per Night (Please indicate rate which will apply to reservation)

Maximum Occupancy:
Double Occupancy - two (2) adults and two (2) children under 14 years

SURNAME: _____

FIRST NAME: _____

SHARING ROOM WITH: _____
[For child/children, please print name(s) & age(s)]

ADDRESS: _____

TEL: _____ FAX: _____ EMAIL: _____

ARRIVAL DATE: _____ DEPARTURE DATE: _____

PAYMENT BY CREDIT CARD:

VISA No: _____ EXPIRY DATE: _____

AMEX No: _____ EXPIRY DATE: _____

MASTER CARD No: _____ EXPIRY DATE: _____

I AUTHORIZE THE HOTEL TO CHARGE MY CREDIT _____

ROOM RESERVATIONS AND PAYMENT

- One night none refundable deposit for each room is due on or before April 6, 2016
- Rooms not reserved by April 6, 2016 will be released for general sale
- 2nd & 3rd night room deposit is due on or before May 6, 2016
- Final payment due 30 days prior to arrival

CANCELLATION PENALTY

SHOULD ANY OR ALL OF THE ROOMS CANCEL WITHIN SIXTY (60) DAYS OF SCHEDULED ARRIVAL; PENALTIES WILL BE ASSESSED AS FOLLOWS:

60-31 DAYS PRIOR TO ARRIVAL WILL ATTRACT 50% OF THE TOTAL COST OF ROOM OR GROUP
30-0 DAYS PRIOR TO ARRIVAL WILL ATTRACT FULL PENALTY; 100% PENALTY OF TOTAL COST OF ROOM OR GROUP
ALL REQUESTS FOR CANCELLATION MUST BE SUBMITTED IN WRITING AND WILL BE PROCESSED BY CHEQUE PAYMENT ONLY
NO SHOW WILL RESULT IN FULL LENGTH OF STAY PENALTY

SIGNATURE: _____ (REQUIRED IN ORDER TO CHARGE CARD) Front and back of credit card must be faxed in order to verify card number and signature. A valid picture I.D should also be faxed.
Forms containing credit card information may be emailed or faxed.

For Persons in Jamaica: Bank Deposit Payment can be made directly to any branch of Bank of Nova Scotia (Jamaican Dollar)A/C #601494 or A/C# (US Dollars) 836572. For payments being made in Jamaican Dollars, please call the hotel directly for the hotel's prevailing rate of exchange at time of payment. Certified cheque may be sent to the attention of the Sales Manager at Jewel Runaway Bay, Main Street, St. Ann

PAYMENTS BY WIRE TRANSFER:
JPMorgan Chase
Address: New York, NY
ABA/SWIFT code: 021000021
ACCT# 441388589
Name on account: Sagicor Pooled Investment Funds Ltd.
dba: Jewel Runaway Bay Beach & Golf Resort

FOR ADDITIONAL INFORMATION PLEASE CONTACT:
SALES DEPARTMENT
JEWEL RUNAWAY BAY
E-mail: Kareen.hall@jewelresorts.com
Tel: (876) 633-4098 / Cell: (876)-899-6639 Fax: (876)633-4123