



Radisson Hotel & Conference Centre Calgary Airport

6620 36th Street N.E., Calgary, AB T3J 4C8

(403) 475-1111

1-800-333-3333

frontdesk@radissoncalgary.ca

Room Types

Signature 1 Queen or 2 Queen Room

\$85.00

*Guestrooms will be held until **March 13, 2018.***

GUESTROOM INFORMATION

Rates are based on single/double occupancy

Triple/quad occupancy is an additional \$15.00 per person, per night

Children under 18 years of age stay free

Rates are subject to 5% GST, 4% Provincial Room Tax and 3% Destination Marketing Fee

All guestrooms include complimentary high speed internet access & complimentary parking

All guestrooms are 100% smoke free

Check In: 4:00pm

Check Out: 11:00am

GROUP ROOM POLICIES

The Hotel will make every effort to place guestrooms within a close proximity of one another. We cannot guarantee this due to room types.

The Hotel maintains a strict noise and nuisance policy. For the comfort and safety of all hotel guests, noise must be contained after 11pm. Hotel Security reserves the right to remove any guest for causing disruption.

Children must have adult supervision at all times.

All guests will require a credit card or deposit at time of check in unless all charges are being billed to the Master Account.

RESERVATIONS PROCESS

Guestrooms will be held until **March 13, 2018**. After this date, remaining guestrooms will be released, and best available rate will be offered. Please select one of the following options:

Individual Reservations

Guests can contact the reservations team at (403) 475-1111 and provide the group name of SUPERTRAIN 2018 and dates of stay.

All reservations require a **valid** credit card

Our Sales Team will provide a link for you to send to guests for ease of booking.

Rooming List

Rooming List must be provided to the Sales Department prior to the cut-off date listed above. The rooming list must include each guests name, arrival and departure date, room type, any room share details along with any variation in method of guestroom payment. A confirmation list will be returned to your attention and it is the client's responsibility to review the details and make any necessary changes with the hotel.

☑ Our Sales Team will provide a spreadsheet to assist with booking details.

GUESTROOM PAYMENT

Please select the method of payment below. Should there be any changes to the method of payment, the Sales Manager must be notified in writing, via email. Please select one of the following options:

_____ Guests will pay on own

_____ Room and Tax to Master Account, Guests responsible for Incidentals

_____ All Charges to the Master Account

GROUP ROOMS CANCELLATION POLICY

Any individual reservation cancellations must be made **ONE WEEK BEFORE ARRIVAL**

Cancellation after **ONE WEEK BEFORE ARRIVAL** will be subject to a cancellation penalty

Cancellation penalty is equal to one (1) night of accommodation and GST

NO SHOW POLICY

In the event that the **Individual** does not check-in for their booked reservation, **the group master OR credit card used to guarantee reservation** will be charged room & tax, for room nights of the no-show reservation.

NON SMOKING POLICY

The Radisson Hotel & Conference Centre Calgary Airport is 100% non-smoking.

Smoking in a non-smoking room will result in a \$250.00 cleaning fee and will be charged to the guest registered to the hotel room.

If the room is guaranteed to a Group Master, the Group Master will be charged the \$250.00 cleaning fee.

CHECK IN/CHECK OUT

Check In time is 4:00pm / Check Out time is 11:00am.

Guests arriving prior to 4:00pm will be accommodated as rooms become available. The Front Desk can arrange to check baggage for those arriving early when guest rooms are not available.

A credit card imprint or a \$250.00 deposit in Canadian dollars will be required for every guest at time of check in.