

## **Deposit Receipt Request Form**

FPCA Accounting Conference Group Code: GFPCA21

Name on Reservation: Reservation Confirmation #: Date of Arrival: Date of Departure: Deposit Amount:		
Invoice sent to: Address for Invoice: Email address: Tel number:		
Additional Payments for length of stay:  Remaining Nights - Room, Tax & Resort Fee billed to a credit card  Incidental Charges  Yes No		
Kindly remit this information to BOTH Stacy Henry ( <u>stacy.henry@seminolehardrock.com</u> ) and Ciara Poitier ( <u>Ciara.Poitier@seminolehardrock.com</u> )		
Please note that upon arrival a credit card is needed for the remaining room charges and for any incidental charges. <u>IF</u> your organization is covering the remaining room charges (room rate & applicable taxes), please let us know and we will send you a web link for our online credit card authorization form. When completing the web link be specific <u>IF</u> the organization is also covering your incidental charges. This must be arranged prior to your arrival.		
For any tax exempt status, upon arrival to the Resort please provide this information to the Front Desk Agent for verification. Once approved, applicable taxes will be adjusted before your departure.		
We certainly want to expedite your arrival experience, so for any questions feel free to reach out to us via email.		

We look forward to a great FPCA Accounting Conference. See you soon!