

Dartmouth College Reunion Housing Information and Application

Class of 1961

Greetings from the Commencement and Reunion Housing Office! We are looking forward to your visit to Dartmouth. **Please be sure to read all of the following information before completing the application.** We will use the information that you provide to assign on-campus housing to you and your guests. If you are paying by credit card, you may instead choose to fax your application or apply online at <<http://www.dartmouth.edu/~orl/housing/cr-housing>>.

This application reserves on-campus reunion housing only. Please note that housing is available only to those who have registered for their class reunion events; reunion event registration may be completed by visiting <www.alumni.dartmouth.edu/reunions> and clicking on your class year.

1. To reserve residence hall accommodations please complete the application and return it in the enclosed envelope. Housing is not guaranteed if an application is postmarked after April 18, 2011. Due to the large number of returning alumni we cannot guarantee specific housing.
2. Correct credit card information or a check or money order made payable to Dartmouth College for the entire amount owed must accompany this application before it will be processed. Please verify the credit card expiration date and account number for accuracy.
3. **Late Fee.** If you return your completed application after the April 18th deadline, remember to add the \$10 late fee to the total amount owed.
4. A refund will be made only if your *written* cancellation is postmarked by May 16, 2011. No refund will be offered if a reservation is canceled after this date. Cancellations will not be accepted over the telephone. Refunds will be mailed at the end of June. There is a \$25 non-refundable fee for the cancellation of any reservation.
5. If any members of your party require special housing accommodations, please make sure their names are noted in the "Personal Requests" section of the application.
5. **Crib Policy.** If a guest provides a crib for his/her own child, there is no room charge for the child. If the College is asked to provide the crib, the \$40/person/night charge applies.
7. The Commencement and Reunion Housing Office cannot guarantee that reunion guests will be housed in their reunion's designated buildings, but we will do our best to house guests as close to the location as possible.

Dartmouth College has a variety of room types available, many with multiple bedroom units. When possible, these adjoining rooms will be used to accommodate family members or friends who do not require a separate, unconnected bedroom. Therefore it is important to fill out form with names, ages and relationship(s) so we can determine the best housing accommodations.
9. On Friday, June 10th we will have Hall Clerks available in the residence halls starting at 8:00 a.m. If your residence hall room is still being prepared when you arrive, you will be able to put your luggage into a storage room until your room is ready. Checkout time for guests is 12:00 noon on Tuesday June 14th.
10. **Please do not plan to be housed on-campus before or after your reunion period.** Due to the large number of guests staying in the residence halls during the reunion period, we cannot accommodate early arrivals or late departures. If you do need to stay an extra day you may also call the Hanover Chamber of Commerce at 603-643-3115. You may visit the Dartmouth College website at <www.dartmouth.edu/~commence/visitors/lodging.html> for a list of off-campus accommodations in and around Hanover.
11. Pets are not allowed in the residence halls and all halls are smoke-free.
2. Housing assignments will be mailed to you in early June.
3. Please keep this information sheet and yellow copy of the housing application for your records.

Questions about Reunion housing should be addressed to:

Commencement and Reunion Housing Office

6231 North Massachusetts Hall

Hanover, NH 03755-3529

(603) 646-3288, FAX (603) 646-0395

<http://www.dartmouth.edu/~orl/housing/cr-housing>

If you fax your application or apply online, please do not also mail in the paper application because it will result in your reservation being duplicated.

Dartmouth College Reunion Housing Application

Class of 1961

Friday, June 10 - Tuesday, June 14, 2011

Guests may check in after 8:00 am on June 10th and must check out by 12:00 pm on June 14th.

FOR OFFICE USE ONLY:

ID# _____

Room _____

Application Deadline: Monday, April 18, 2011

PLEASE READ THE INFORMATION PAGE ON REVERSE BEFORE COMPLETING THIS APPLICATION. PLEASE PRINT OR TYPE THE INFORMATION THAT YOU PROVIDE BELOW. THIS APPLICATION IS FOR ON-CAMPUS HOUSING ONLY. PLEASE NOTE THAT ON-CAMPUS HOUSING IS AVAILABLE ONLY TO THOSE WHO HAVE REGISTERED FOR THEIR CLASS REUNION EVENTS. REUNION EVENT FEES SHOULD BE SENT SEPARATELY TO YOUR REUNION COMMITTEE

Last Name _____ First Name _____ MI _____

Mailing Address _____ E-mail Address _____

City _____ State _____ Country _____ Zip Code _____

Home Phone _____ Work Phone _____ Cell Number _____

Expected Arrival Date _____ Expected Departure Date _____ Total number in party _____

PERSONAL REQUESTS – Please provide specific information with your requests. Attach additional pages if necessary.

- ▶ ☐ I will need a crib. (Please check box if crib is needed; no further information necessary.)
- ▶ The following member(s) of our party need(s) a wheelchair accessible room: _____
- ▶ The following member of our party has a medical need that requires housing on a first floor: _____

Per Person Rate is \$40.00/night. * Please list ages of children. (Children under 2 are free if no crib is requested.)

Please list all expected members of your party, including yourself, in the spaces below, being sure to indicate all guests' relationships to the alumnus and the ages of any children under 18. Please also identify the night(s) for which housing is needed by checking the appropriate box(es) below.

Name of Guest	Relationship to Alumnus	Age if under 18	Housing Nights Needed (please check below)				Total Nights Needed	Rate/ Night	Amount Owed per Person = Total # Nights x \$40
			Fri	Sat	Sun	Mon			
								\$40	
								\$40	
								\$40	
								\$40	
								\$40	
								\$40	
								\$40	
Add \$10 to total amount if application is postmarked after April 18, 2011.								\$10	

Please attach additional page if necessary.

Total \$ _____

PLEASE INCLUDE CHECK FOR TOTAL AMOUNT (MADE PAYABLE TO DARTMOUTH COLLEGE), OR PROVIDE CREDIT CARD INFORMATION BELOW:

Write CC# and circle type of CC below
(American Express, MasterCard or Visa)

Name on card _____

Expiration Date _____

Signature _____

WHITE COPY – Return to Dartmouth with check. If faxing or applying online, please do not mail. **YELLOW COPY** – Keep for your records.