



JEFFERSON CLINTON HOTEL

Contact Name:

Address:

Phone No:

Email:

Name of Group/Event:

Dates of Event:

Meeting Space Needed:

Date:	# of People:	Set-up Configuration: <i>i.e. Boardroom, Classroom, Rounds</i>

Audio Visual Needs:

Date:	Requirements: <i>i.e. Flip Chart, Lap Top Computer, Screen, Podium</i>

Please contact the sales office for current pricing at 315.425.0500.

Catering Needs:

Date:	# of People	Breakfast	AM Snack	Lunch	PM Snack	Dinner

Please contact the sales office for current pricing at 315.425.0500.

Overnight Accommodations Needed:

Date:	Number of Executive Suites	Number of Jr Executive Suites

Please contact the sales office for overnight accommodation pricing at 315.425.0500.

Fax completed form to: 315-701-2979