

Important: Lodging at Epworth is on a **per person basis**. Please note that if you bring family members or friends who are not attending IDEAS, you will be charged for each additional person (children and/or adults) in your room. See below for per person charges.



Epworth By The Sea

THE METHODIST CENTER

Institute Designed for Educating **All Students (IDEAS)** Lodging Reservation Form
June 3-7, 2012

INFORMATION:

Last Name: _____ First Name: _____
Address: _____ City: _____ State: _____ Zip: _____
Phone : _____ E-mail Address: _____
Arrival Date: _____ Departure Date: _____

GUESTS STAYING WITH YOU AT EPWORTH:

Total Number Of Adults In Room: _____

Roommate(s) Attending Conference: Name(s): _____
(Each **IDEAS participant** staying at Epworth must complete a lodging reservation form.)

Family and/or Friends: (Number other than self) _____ Adults _____ Children 3-12 _____ Children 13-18
Family members, other adults and children who are not participating in the institute are considered to be lodging guest and must be included when submitting payment.

ACCOMMODATIONS:

Preferred Building: _____ Turner _____ Robertson _____ Pitts/Booth _____ Reynolds

Wheelchair Accessible Room Other: _____

PAYMENT:

Full payment required: Please send or FAX (FAX must have credit card # for payment or PO number). Full payment no later than **May 10, 2012** to Epworth By The Sea, PO Box 20407, St Simons Island, GA 31522.

Reservations will not be accepted by telephone. Make checks payable to **Epworth By The Sea** (preferred payment method) or charge to **MasterCard/VISA/Discover**. **Note:** Charges will be run upon receipt of lodging reservation form.

MC VISA
 DISCOVER Credit Card #: _____ Exp. Date: _____ Amount: _____

Check Number: _____ Amount: _____

Purchase Order Number: _____ Amount: _____

MEAL PLAN: The meal plan is included in the lodging fees and is required for all institute participants and their guests. No credit is given for missed meals. Participants will be provided with name badges by the GaDOE which they must wear to all meals in the dining hall beginning with supper on 06/03/12 and ending with lunch 06/07/12 if you plan to stay 4 nights. If lodging for 3 nights, meals begin with supper on 06/04/12.

LODGING RATES: Rates are based on total number of adults staying in the room. Rates are per person including lodging, meals, and applicable taxes, state and bed tax exemption forms must accompany reservation***. Exemption form will not be accepted after check in. **Purchase Orders will be accepted, but must be paid by May 10, 2012.** Reservations for each motel are on a first come first serve basis, based on availability.

•REMEMBER EPWORTH BY THE SEA IN YOUR WILL•

PO Box 20407 • St Simons Island, GA 31522-0007 • Telephone: 912-638-8688 • FAX: 912-634-0642

Turner Lodge - based on number of adults - total for 3 or 4 nights

Number of Adults	Per Person Rate *		Per Person Rate **		Per Person Rate ***	
	3 nights	4 nights	3 nights	4 nights	3 nights	4 nights
Per person staying 1 adult per room	\$429.87	\$573.16	\$415.17	\$553.56	\$391.68	\$522.24
Per person staying 2 adults per room	\$290.73	\$387.64	\$282.18	\$376.24	\$266.22	\$354.96
Per person staying 3 adults per room	\$260.16	\$346.88	\$252.99	\$337.32	\$238.68	\$318.24
Per person staying 4 adults per room	\$236.46	\$315.28	\$230.31	\$307.08	\$217.26	\$289.68
Child rates for 3 nights	3-12 Year Old: \$48.63 for each child		13-18 Year Old: \$114.27 for each child			

Robertson Inn - based on number of adults - total for 3 or 4 nights

Number of Adults	Per Person Rate *		Per Person Rate **		Per Person Rate ***	
	3 nights	4 nights	3 nights	4 nights	3 nights	4 nights
Per person staying 1 adult per room	\$399.33	\$532.44	\$385.98	\$514.64	\$364.14	\$485.52
Per person staying 2 adults per room	\$267.00	\$356.00	\$259.50	\$346.00	\$244.80	\$326.40
Per person staying 3 adults per room	\$229.65	\$306.20	\$223.80	\$298.40	\$211.14	\$281.52
Per person staying 4 adults per room	\$219.63	\$292.84	\$214.08	\$285.44	\$201.96	\$269.28
Child rates for 3 nights	3-12 Year Old: \$48.66 for each child		13-18 Year Old: \$114.27 for each child			

Pitts/Booth - based on number of adults - total for 3 or 4 nights

Number of Adults	Per Person Rate *		Per Person Rate **		Per Person Rate ***	
	3 nights	4 nights	3 nights	4 nights	3 nights	4 nights
Per person staying 1 adult per room	\$368.79	\$491.72	\$356.79	\$475.72	\$336.60	\$448.80
Per person staying 2 adults per room	\$246.63	\$328.84	\$240.03	\$320.04	\$226.44	\$301.92
Per person staying 3 adults per room	\$212.70	\$283.60	\$207.60	\$276.80	\$195.84	\$261.12
Per person staying 4 adults per room	\$205.89	\$274.52	\$201.09	\$268.12	\$189.72	\$252.96
Child rates for 3 nights	3-12 Year Old: \$48.66 for each child		13-18 Year Old: \$114.27 for each child			

Reynolds - based on number of adults - total for 3 or 4 nights

Number of Adults	Per Person Rate *		Per Person Rate **		Per Person Rate ***	
	3 nights	4 nights	3 nights	4 nights	3 nights	4 nights
Per person staying 1 adult per room	\$345.03	\$460.04	\$334.08	\$445.44	\$315.18	\$420.24
Per person staying 2 adults per room	\$226.26	\$301.68	\$220.56	\$294.08	\$208.08	\$277.44
Per person staying 3 adults per room	\$195.72	\$260.96	\$191.37	\$255.16	\$180.54	\$240.72
Per person staying 4 adults per room	\$188.94	\$251.92	\$184.89	\$246.52	\$174.42	\$232.56
Child rates for 3 nights	3-12 Year Old: \$48.66 for each child		13-18 Year Old: \$114.27 for each child			

* No tax exemption – no additional forms are submitted with reservation.

** Bed tax exemption form included - **You must submit signed Bed Tax Exemption form from your district to be eligible for the rates listed above.**

*** Complete tax exemption - **Complete tax exemption payment must be made using school funded check or school credit card.** To be **State Tax Exempt**, payment also must be made using a **school funded check or school credit card.** Please attach a copy of the credit card if it is a school credit card.

You will receive a lodging confirmation from Epworth in the mail.

(If you do not receive a lodging confirmation from Epworth, please call the number below.)

Mail or FAX *Page 1 only* of this form to:

**Epworth by the Sea
c/o Kelly Maloy
PO Box 20407
St Simons Island, GA 31522
Phone: 912-638-8688
FAX: 912-634-0642**

Check-in 4 PM / Check-out 11:30 AM – FAX: **912-634-0642**, Telephone: 912-638-8688, e-mail: kmaloy@epworthbythesea.org

Cancellation Policy: If you cancel reservation on or before 4 PM **May 21, 2012**, a full refund will be issued. Any cancellation made after this date will forfeit first night's rate.

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