

CLR WRITER'S WORKSHOP

Friday, September 23, and Saturday, September 24, 2016

RESERVATIONS ACCEPTED FOR ONE OR TWO NIGHTS

Reservation Procedure

Individuals must call Club Quarters Member Services during business hours at 203-905-2100 to reserve their rooms before the cut-off date of **August 23, 2016**. Individuals should identify themselves with NYU and use the appropriate group code:

NYU901 for CQ Wall Street

NYU2309 for CQ Midtown

Any reservations after the cut-off date will be subject to availability.

Please note that there is a \$15.00 charge per extra person per room. All rooms are based on single occupancy; add \$15 for second person. New York City tax is currently 14.75% and \$3.50 per room/per night, \$5.50 per suite/per night, hotel occupancy tax.

Deposit and Payment Procedures

Room, tax, and, incidental charges will be the responsibility of each guest. Club Quarters will be requesting a credit card from each guest at the time of the reservation. Guests will present their own credit cards upon check-in.

A personal/corporate credit card number is required to secure each reservation

Rates are subject to local and state taxes

CLUB QUARTERS DOWNTOWN

52 William Street

New York, NY 10005

Phone: (212) 269-6400

Group Code: NYU901

Standard-- \$304 plus tax

2 beds can be accommodated at this location only. Please contact hotel directly for rates and availability.

CLUB QUARTERS MIDTOWN

40 West 45th Street

New York, NY 10036

(212) 575-0006

Group Code: NYU2309

Standard--\$334 plus tax

2 beds can be accommodated at this location only. Please contact hotel directly for rates and availability.
