## **44th Annual Conference Hotel Information**

A room block is reserved at the:



303 Lexington Avenue NY, NY 10016

Room rate is \$289.00/night – Cut-off date—February 24, 2017—PLEASE BOOK EARLY.

After 2/24/17 the National Center cannot guarantee the \$289 room rate and only the next-best market rate will be available.

Conference rates are applicable from Friday, March 24<sup>th</sup> – Tuesday, March 28<sup>th</sup> 2017 with limited availability for Friday, March 24<sup>th</sup>. Should an earlier or later stay need to be booked outside of the applicable dates, two reservations are needed: one at the conference rate and one at the market rate.

Double-occupancy (rooms with double-beds) are reserved on a first-come, first served basis and available by phone only.

## **Online Reservations:**

- 1. At the Shelburne:

  https://gc.synxis.com/rez.aspx?Hotel=10146&Chain=5158&Dest=NYC&shell=2014GCF&group
  =1703COLLESH
- 2. Choose the Check In and Check Out Dates
- 3. Choose the number of Rooms & Guests (maximum: two people per room but limited double-occupancy is available by following the instructions for phone reservations below)
- 4. Click on Check Availability (if coupons or advanced purchase rates pop up at this point be aware that the full amount for your stay is required in advance, is non-refundable and takes you out of the National Center's group)
- 5. Under National Center for the Study of Collective Bargaining: Click on View Available Rooms
- 6. Click Reserve
- 7. Additions to your stay may be added or just click on Continue
- 8. Fill out the Guest Information Form
- 9. Click on Confirm Reservation

## Phone Reservations at the Dumont and Shelburne:

- 1. Call 1.866.233.4642
- 2. Request the Shelburne
- 3. Provide the code: 1703COLLESH for the Shelburne group name is: National Center for the Study of Collective Bargaining