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**Contractors Association Classes/2024**  
**Lodging and Meals – One Class Per Form**

Payment for one night’s lodging and meals required if cancellation is not received 24 hours prior to arrival date.

**Name** \_\_\_\_\_ **Telephone #** \_\_\_\_\_

**Company** \_\_\_\_\_ **or District** \_\_\_\_\_

**Work Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Class attending** \_\_\_\_\_ **Date of class** \_\_\_\_\_

**Arrival date** \_\_\_\_\_ **Departure Date** \_\_\_\_\_ **E-Mail** \_\_\_\_\_

You are encouraged to register for the class first. Since housing is limited, lodging reservations will be on a first come, first serve basis. **FORMS MUST BE RECEIVED**; reservations **will not** be accepted by telephone. **If you check out early and it is after 12pm, you will be charged an additional night’s lodging.**

Accommodations available are:

\_\_\_\_\_ Holt Lodge - \$ 89.00 room – single or double Roommate \_\_\_\_\_

\*a \$5.00 amenity fee will be applied to each room; cost will be split between roommates.

**ONLY DOH COMMUTERS AND INSTRUCTORS NEED TO INDICATE MEALS THEY WILL BE HAVING-**

**all other reservations will have all meals.**

**Note: Meals begin with lunch on first day of class and end with Breakfast on last day of class.**

**Meals:** Breakfast - \$ 7.50 Lunch - \$ 8.50 Dinner \$10.00

	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast	N/A				
Lunch					N/A
Dinner					N/A

**All guests will be given a meal wristband to present at the dining hall to receive their meals. Meal bands must be presented to be able to receive your meal.**

If your company is tax exempt, please enclose a tax-exempt form; otherwise, add 6% WV Sales Tax to the above prices. If you will be paying with State of West Virginia purchasing card, please indicate by card number line. Make checks payable to Cedar Lakes Conference Center. We accept Visa, Mastercard & Discover.

CREDIT CARD NUMBER \_\_\_\_\_ Exp. Date \_\_\_\_\_ Security Code \_\_\_\_\_

PAYMENT CONTACT PERSON \_\_\_\_\_ PHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_

Please let us know if you want your company to be invoiced.