

## Bally's Reservation Procedure for AEA Annual Meeting & Conference November 13-14, 2018

### CALL-INS:

Room Reservations: 888-516-2215 (8am-2am EST seven days a week)

Group name: AEA Annual Meeting

Group code: SB11AE8 (All callers will be asked for this code, but can also book by saying "AEA")

### ON-LINE BOOKINGS:

Copy link into your browser for on-line reservations.

<https://book.passkey.com/go/sb11ae8>

<b>Check in time:</b>	After 4:00 pm
<b>Check out time:</b>	12:00 noon
<b>Accommodations:</b>	One room
<b>Nightly room rate:</b>	\$119.00 plus 13.625 % tax
<b>Nightly Resort fee:</b>	\$23.68 per room, plus 13.625% tax (Room rate and Resort fee are tax exempt only if they are <b>prepaid</b> by the Authority/Municipality)
<b>Add'l costs:</b>	\$2.00 per night, per room, NJ State tourism fee \$3.00 per night, per room, Room assessment fee
<b>Total cost per night:</b>	\$147.00 per night (room cost & fees only)
<b>Total amount due:</b>	<b>\$147.00</b>
<b>Payment due date:</b>	Your payment must be received prior to your guests' arrival.
<b>Cancel policy:</b>	48 hour advance notice is required to cancel without a penalty.
<b>Resort fee:</b>	This fee includes unlimited local phone calls, a \$5.00 voucher towards self-parking in the garage and complimentary in-room internet access limited to 2 devices per room, per night.



**Calena Hunton** | *Coordinator Group Reservations*  
O 1 (609) 441-5529  
777 Harrah's Blvd | Atlantic City, NJ 08401-1985  
[www.caesars.com](http://www.caesars.com)



## Purchase Orders for Pre-Payment

**To: AEA-SB11AE8**

Please be advised that Bally's Atlantic City Hotel –Casino **does not** accept Purchase Orders on a "Direct Bill" basis.

All Purchase Orders will be accepted on a "Pre-paid" basis only. Please make all purchase orders and checks payable to **Bally's Atlantic City** and mail them to the address below **ATTN: Calena Hunton/Front Desk**.

Once your purchase order is received and the amount due is verified, it will be signed and returned to you for payment in advance. Payment must be received at least 10 days prior to your expected arrival date.

**PLEASE NOTE:** If the payment due on the signed Purchase Order is not received at least 10 days prior to your guests' arrival, your guests will be asked for payment at check in time. Payments made using a personal credit card **will not** be tax exempt. All checks received that are not at least 10 days prior to your scheduled arrival will be returned to you. The hotel **WILL NOT** accept a check upon arrival.

If you have any questions, please feel free to contact me at 609-441-5529 Monday-Friday 9:00am-5:00pm eastern standard time.

Cordially,

*Calena Hunton*

Calena Hunton  
Convention Coordinator for Bally's Atlantic City  
c/o Bally's Front Desk  
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Atlantic City, NJ 08401  
Fax: 609-441-5202