

RESERVATION PROCEDURES:

It is understood that your hotel reservations will be made via **Individual Call-In**. The “cut-off date” for **accepting reservations into this guest room block is 09/12/21**. At that time, guest rooms not reserved in the block, are released for general availability. Requests received after above date will be accepted on a space/rate available basis. Failure to reserve guest rooms before the cut-off date will not impact the enforceability of applicable Attrition or Cancellation Clauses.

Please advise the guests that our direct property number is 717-763-7117 and Radisson worldwide reservation number is (800) 333-3333. * All reservations must be guaranteed with a credit card or advance deposit.

There will be no guestroom cancellation charge for individual reservations cancelled forty-eight (48) hours in advance, If reservations are not cancelled forty-eight (48) hours in advance, a “no-show” fee, equal to one night’s room and tax charges, will be assessed.

Guest Check-in is after **3:00pm** ----- Guest Checkout is by **11:00am**.

| Date | Start Time | End Time | Function | Room | Setup | Agr | Room Rental |
|-----------|------------|----------|--------------|-------------------------|-----------------|-----|-------------|
| 10/4/2021 | 7:00 AM | 5:00 PM | Registration | Convention Center Lobby | Registration | | |
| 10/4/2021 | 7:30 AM | 8:30 AM | Breakfast | Ballroom South | Crescent Rounds | 120 | |
| 10/4/2021 | 8:15 AM | 5:00 PM | Meeting | Ballroom South | Existing | 120 | |
| 10/4/2021 | 10:30 AM | 10:45 AM | Break | Ballroom South | Existing | 120 | |
| 10/4/2021 | 12:00 PM | 1:00 PM | Lunch | Ballroom South | Existing | 120 | |
| 10/4/2021 | 2:45 PM | 3:00 PM | Break | Ballroom South | Existing | 120 | |
| 10/5/2021 | 7:00 AM | 1:00 PM | Registration | Convention Center Lobby | Registration | 2 | |
| 10/5/2021 | 8:00 AM | 9:00 AM | Breakfast | Ballroom South | Crescent Rounds | 120 | |
| 10/5/2021 | 8:30 AM | 1:00 PM | Meeting | Ballroom South | Existing | 120 | |
| 10/5/2021 | 10:00 AM | 11:15 AM | Breakout | Keystone Room | Conference | 10 | |
| 10/5/2021 | 11:15 AM | 12:15 PM | Break | Ballroom South | Existing | 120 | |