

**PSAP 911 Communications Conference**  
**March 18-21, 2024**  
**Arrowwood Resort & Conference Center Lodging Registration**

**PREFERRED LODGING HELD UNTIL**  
**February 23, 2024**

Mr./Mrs./Ms. \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Day Phone (\_\_\_\_\_) \_\_\_\_\_

Email address \_\_\_\_\_

Arrival Date: \_\_\_/\_\_\_/\_\_\_ Departure Date \_\_\_/\_\_\_/\_\_\_ #Nights \_\_\_\_\_

**Special Requests:** (i.e. Room accessibility, dietary, etc.)  
Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**All guest rooms are non-smoking.**

**ROOMMATES**

**IF YOU ARE SHARING A ROOM EACH PERSON MUST COMPLETE A SEPARATE RESERVATION FORM.**

List name of the roommate you've selected:  
\_\_\_\_\_  
\_\_\_\_\_

If you are selecting roommates, reservation forms must be mailed or faxed together. If not received together, specific roommate requests cannot be guaranteed.

**METHOD OF PAYMENT**

Check - **Must be sent with form**  
 Credit Card - Card Charged upon Receipt of Form  
 Purchase Order

Visa   MasterCard   American Express   Discover

Card # \_\_\_\_\_ Exp. \_\_\_\_/\_\_\_\_

Cardholder's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**CANCELLATION POLICY**

Arrowwood's cancellation policy is 72 hours. Cancellations made more than 72 hours prior to arrival will result in a credit card or check refund, depending on the method of payment. Arrowwood will charge your credit card one night's lodging for any cancellations made within 72 hours of your arrival. Arrowwood will keep deposit if cancelled within 72 hours of your arrival.

**SPECIAL GROUP RATES**

**MONDAY ARRIVAL**

\_\_\_\_\_ \$468.09/Single Occupancy per person

\_\_\_\_\_ \$313.61/Double Occupancy per person

Package Includes: Guest room accommodations for Monday, Tuesday & Wednesday night, Breakfast, Lunch and Dinner on Tuesday & Wednesday; Breakfast on Thursday; Tax and Service Charge.

**MONDAY Arrival no breakfast**

\_\_\_\_\_ \$423.64/Single Occupancy per person

\_\_\_\_\_ \$269.16/Double Occupancy per person

Package Includes: Guest room accommodations for Monday, Tuesday & Wednesday night, Lunch and Dinner on Tuesday & Wednesday; Tax and Service Charge.

**TUESDAY ARRIVAL**

\_\_\_\_\_ \$350.28/Single Occupancy per person

\_\_\_\_\_ \$247.30/ Double Occupancy per person

Package Includes: Guest room accommodations for Tuesday & Wednesday night, Lunch and Dinner on Tuesday; Breakfast, Lunch and Dinner on Wednesday; Breakfast on Thursday; Tax and Service Charge.

**TUESDAY Arrival no breakfast**

\_\_\_\_\_ \$320.65/Single Occupancy per person

\_\_\_\_\_ \$269.16/Double Occupancy per person

Package Includes: Guest room accommodations for Tuesday & Wednesday night, Lunch and Dinner on Tuesday; Lunch and Dinner on Wednesday; Tax and Service Charge.

**MAIL, EMAIL OR FAX ENTIRE FORM TO:**

**Arrowwood Resort & Conference Center**  
**2100 Arrowwood Lane NW**  
**Alexandria, MN 56308**  
**Attention: Katrina Drietz**

**Email: [kdrietz@arrowwoodresort.com](mailto:kdrietz@arrowwoodresort.com)**

**Direct PHONE: 320-759-5004**

**Resort Phone: 320-762-1124**

**NO RESERVATIONS ACCEPTED WITHOUT FORM**