

#### **Guest Information**

Accommodation Special Requirements		
Dietary Restrictions		
Departure Date		
Arrival Date		
Email Address		
Daytime Phone		
City/State/Zip		
Address		

#### Mail or Email your form to:

For early arrivals, please call for availability.

Sugar Lake Lodge 37584 Otis Lane, Cohasset MN, 55721 Email: jennifer@sugarlakelodge.com Ouestions? Call us at 218-327-1462

# Sugar Lake Lodge Welcomes Northwest Conference

October 3-5, 2022

Reservation deadline: September 16 Deposit Amount – Pkg in Full Each participant is required to fill out a registration form.



#### **Lodging/ Meal Package Information**

☐ Double Occupancy \$346.06 per person		
☐ Single Occupancy \$510.87		
Includes 2 nights lodging, 2 dinners, 1 lunch, 2 breakfasts, meeting facilities, retreat fee, service charge, & taxes.		
Spouse rates are the same as attendee rates.		
Occupancy Selection		
Single Occupancy		
□ 1 Guest in 1 Bedroom		
Double Occupancy  ☐ 2 Guests in 1 Bedroom (sharing with spouse) Sharing w/		
☐ 2 Guests in 2 Bedrooms Sharing w/		
1		

## **Occupancy Information**

Single occupancy is a private bedroom & bath. Double occupancy refers to 2 people per bedroom OR 2 people sharing a 2 bedroom villa with 1 bath. If no roommate is listed or the person named does not attend, you will be assigned a single occupancy room at the single occupancy rate.

### **Payment Information**

☐ Check (Please enclose check with form) ☐ Credit Card (Will be charged upon receipt)  Visa / MasterCard / Discover/ American Express		
Card Number		
Expiration Billing Zip code		
Cardholder Name		
Signature		
<b>Deposit</b> Total deposit enclosed/charged is:		
\$ for person/people		

## **Cancellation/Refund Policy**

Deposits are refunded up to 30 days prior to your arrival for any changes or cancellations. For any cancellations made within 30 days, you will be responsible for the entire amount of the package. Early departures for occupational-related causes, will not be held responsible for unused portion of package.

Acceptance Signature:	
Check-in after 4:30 PM.	Check-out by 11:00 AM.