



Great Wolf Lodge - Traverse City

Group Reservation Form

Group Name: MI Institute for Educational Management **Block Code:** 1204MIIN

Reservations must be received by: March 12th, 2012

Group rates are not guaranteed after this date.

Reservation requests received after this date will be accepted on a space available basis at prevailing rates.

Accommodations & Rates			
Suite Type	Dates	Group Rate	Extra Person Charge
Family Suite	April 12 th , 2012	\$65/nt single occupancy* \$99/nt double/triple/quad occupancy*	\$25 per person, per night (over 4)

*Room rates are based per night. *All rooms are applicable to our \$9.99 resort fee/night, 5% Occupancy Tax + 6% MI State Sales Tax.

Reservation Information

Name: _____

Address: _____

Contact Phone: _____

Email Address: _____

Arrival Date: _____

Departure Date: _____

Suite Type: _____

Share With: _____

Total number in party: _____ # of Adults: _____ # of Children: _____

Payment Information

All reservations must be guaranteed by check or credit card. Checks/money orders must be received 30 days prior to arrival. (See details below.)

Check Enclosed for \$ _____ Check # _____

American Express Visa MasterCard Discover

Credit Card # _____ Exp. Date _____

Signature: _____

To make a reservation please contact Group Sales by completing one of the following options below...

Option #1: Leave a Voicemail

With your name, group name, dates requested and the best way to contact you on our Reservation Line; a group sales representative will return your call within 2 business days. **(231) 534 – 9071**

Option #2: Fax the completed forms to: **(231) 941 – 3700**

Option #3: Mail the completed reservation forms to:

Great Wolf Lodge
Attn: Group Sales
3575 N. US 31 South
Traverse City, MI 49684

Check in: 4:00 PM

Check out: 11:00 AM

Tax Exempt Requirements: Tax Exemption Forms are required prior to and/or upon arrival. Personal funds are not exempt from tax. An organization that has a tax exempt status may pay by a credit card or by check. Checks are required 30 days in advance of the arrival date. Credit Cards that are not in the individuals name but are in the name of the organization are required to complete a credit card authorization form. Cash payments are not acceptable for tax exempt requirements. The occupancy tax is not applicable for exemption. A Michigan Tax Exemption form is available upon request.

Pre-billing is available for guest(s) whose organization may be paying by check or a credit card not in the individuals name. Please contact the reservation voicemail and we will return your call for the details.