

Forest Suites Resort Lake Tahoe, South Lake Tahoe

1 Lake Parkway, South Lake Tahoe, CA 96150

<http://www.forestsuites.com/>

We look forward to hosting the **Jewel of the Sierra** group, currently scheduled from **9/17 – 9/19/10**, here at the **Forest Suites Resort** in **South Lake Tahoe**

All reservations are to be made by individual call-in.

A deposit equivalent to the first night's lodging plus the taxes will be required at the time of reservation.

Group Room Rates

<i>Room Type</i>	<i>Nightly Rate</i>
Hotel Room	\$89.00
One Bedroom Suite	\$109.00

Hotel Policies

- Rates include daily maid service
- Tax rate is 10.07% plus supplemental city tax of \$3.00 per room per night
- There is a two night minimum stay required for reservations that include a Saturday night stay
- Specific bedding configurations may be requested, however they cannot be guaranteed
- Group rates are valid for pre and post stays
- There is a mandatory charge of \$1.09 per unit per night for the in-room valuables safe
- Check-in begins at 4:00 PM and check-out is at 11:00 AM.
- It is against hotel policy to bring any outside food and/or beverages into the meeting rooms.

Cancellation Policy

- Cancellations made 7 (seven) days or more prior to arrival will receive a full refund of deposit.
- Cancellations made less than 7 (seven) days prior to arrival are subject to forfeiture of deposit.

- No-shows, late arrivals and early departures are charged the entire amount for the reserved stay.
- All deposits and payments for meeting room set up and usage fees are non-refundable.

Property Damages

The group shall be responsible for any and all or the resort property, and for any personal injury caused in the units or the resort property, by the group's members, employees, agents, contractors, suppliers or guest, and shall reimburse the resort upon demand for any such damages.

To make reservations:

Please have the members of your group call our reservation department at **800.822.5950** in order to make their reservation before 9/1/10, at which time the block of rooms will be released into general inventory. They will need to refer to the **Jewel of the Sierra** group, **group code #1075S7**, in order to receive the contracted group rate. A deposit equivalent to the first night's lodging plus 10.07% occupancy tax, City Supplemental tax of \$3.00 per room per night, and a safe fee of \$1.00 per room per night will be required at the time of reservation. Please note our cancellation policies as outlined in the contract. **Also please note: Your guests must book their reservations by phone, and not through our website, to receive the low group rate and to be linked to the group in our system.**

Please feel free to call me if you have any questions or need to make any changes. We look forward to providing you and your guests with a memorable stay here at the **Forest Suites Resort!**

Alesha Melendez
Sales Assistant/Event Coordinator
Forest Suites Resort
Direct: (530) 543-6589
Fax: (530) 544-8806
sales@forestsuites.com

There are several other hotels in the area, any of the Casinos are fine. Call them directly for rates. (Mont Bleu, Harrahs, Horizon, Harveys, Embassy Suites)