



Railway Tie Association – Tie Grading Seminar July 31 – August 3, 2017  
Koppers Plant in Guthrie, Kentucky

### Reservation Request Form

We look forward to your participation in this year's Tie Grading Seminar. RTA is happy to simplify the reservations process and will be making your hotel reservation for you this year. To request a guest room at RTA's host hotel, please complete the form below and email it to Debbie Corallo or Barbara Stacey at [ties@rta.org](mailto:ties@rta.org) before July 10, 2017. Please note that due to the nature of our contract with the hotel, RTA must make your reservations this year. **Please do not contact the hotel directly** as they will only accept RTA room block reservations made through the RTA reservation/rooming list.

First Name:

Last Name:

Company Name:

Mailing Address:

Telephone number:

Your email address:

Arrival Date (suggest July 31, 2017):

Departure Date (suggest August 3 or 4, 2017):

Number of guests in your room:

Name of person you are sharing with, if any:

Preferred room category:     King Bed                       Two Double Beds

Method of Payment:

Credit card type:

Credit card number:

Expiration Date:

Name on credit card:

Mailing address for credit card:

Card security code on credit card (3 or 4 digits):

Please note: All reservations require a credit card submitted at time of request. Credit card number will be used to guarantee your reservation with the host hotel, and a confirmation number will be provided after reservation is processed by hotel.