



HOTEL PREPAYMENT AUTHORIZATION

Use this form to PRE-PAY hotel rooms at your hotel for SXSW 2005.

PLEASE PRINT CAREFULLY OR TYPE

You must make hotel reservations with SXSW BEFORE using this form. If you have questions contact the SXSW Housing Desk (email: housing@sxsw.com or phone 512-467-7979).

Step 1: I have already made my reservation with the SXSW Housing Desk.

Hotel reserved: _____

Step 2: "I have read the hotel's cancellation penalties at www.sxsw.com/hotels and authorize the _____ Hotel to charge my credit card on March 1, 2005 (or afterwards) for room and tax for these guests:

Room #1 (names): _____

Room rate: \$ _____ per night x _____ nights = \$ _____

Tax: Room cost x 15% = _____ + \$ _____

Total (Room + Tax) for this room: _____ = \$ _____

Room #2 (names): _____

Room rate: \$ _____ per night x _____ nights = \$ _____

Tax: Room cost x 15% = _____ + \$ _____

Total (Room + Tax) for this room: _____ = \$ _____

Room #3 (names): _____

Room rate: \$ _____ per night x _____ nights = \$ _____

Tax: Room cost x 15% = _____ + \$ _____

Total (Room + Tax) for this room: _____ = \$ _____

Room #4 (names): _____

Room rate: \$ _____ per night x _____ nights = \$ _____

Tax: Room cost x 15% = _____ + \$ _____

Total (Room + Tax) for this room: _____ = \$ _____

Signature: _____ Print name: _____

Step 3: Credit card: AMEX Visa MasterCard Diners Club Discover

Credit card # _____ Exp _____/_____

Name as it appears on card: _____

Signature _____

Step 4: Person completing this form:

First name _____ Last name _____

Company: _____

City: _____ Country: _____

Phone: _____ Fax: _____

Email: _____

Step 5: Fax this completed form to SXSW Housing at 512-452-4775.