

Options for making 2006 3rd Region AUSA Annual Meeting reservations are listed below. Detailed instructions are included under the appropriate header.

Important Group Booking information:

Group/Block Name: AUSA Sunshine Chapter
Group POCs: Mike Genetti / Debbie Berry
Group Block Code: 0603AUSASU
Group Block Dates: 28 March 2006 through 4 April 2006

Questions should be directed to Debbie Berry at 407-306-4487 or debbie.berry@lmco.com.

Option 1: FAX

Option 2: Group Reservations telephone line

Option 3: On-line Reservations

OPTION 1: FAX

- **Print the AUSA Sunshine Reservations FAX Sheet. This form is available with this message, web site <http://www.ausa-sunshine.org/>, or by contacting Debbie Berry.**
- **Fax the completed form to Shades of Green Reservations at 407-824-3665.**

OPTION 2: Group Reservations Telephone Line

- **Shades of Green Group Reservations is open Monday through Friday from 0730 to 1700 Eastern Standard Time. The office is closed Saturdays, Sundays, and all Federal holidays.**
- **Contact the Shades of Green Group Reservations office at 407-824-6483 during hours of operation.**
- **Be sure to have our Group Block Code (0603AUSASU) available when you call.**
- **A Reservations Agent will assist you with booking your reservation.**

OPTION 3: On-Line Reservations

- **Using your browser, go to www.shadesofgreen.org.**
NOTE: On-Line Reservations may be slow pending number of users accessing the reservations link at any given time.
- **Select “Enter Site” at bottom of page**
- **Select on “Reservations” in the menu bar located at the top of the page.**
- **Scroll down to the bottom of the page.**

- Select ***“Make a Reservation”***
- Enter your arrival and departure dates (**must** be within the specified Group Block Dates)
- Select the number of Adults and Children for this reservation.
- Skip step 3
- Enter 0603AUSASU as our group code. This is case sensitive – enter alpha characters in upper case. Do **NOT** select a military grade/civilian grade.
- Select ***“Check Availability”***
- You will be requested to ***“Select a Rate Amount Below”***. Select ***“Rate Amount”*** for your requested room type.
 - NOTE: \$99 is the block rate. Your actual rate may change at the time of check-in to the rate corresponding to the grade/rank shown on your military ID.
- When prompted, provide all requested guest information (title, name, address, telephone number, credit card information, etc.) Your credit card will be charged a 1-night deposit.
- Once completed, select ***“Confirm Reservation”***.
- A hotel confirmation letter will be displayed. Keep a copy of this information for your records.
- Once your credit card has been charged, you will receive another e-mail confirming a deposit has been received.
- If you experience difficulties with your on-line reservations, contact the Shades of Green Group reservations office at 407-824-6483.