



**2025 NATIONAL BETA CONVENTION
HOTEL CHECK & CREDIT CARD
AUTHORIZATION
Orlando, FL
June 22 - July 3, 2025**

Check Payment and Credit Card Authorization DEADLINE: June 1, 2025

Please see the check address and credit card authorization process for each individual hotel listed below.

All Checks must arrive at your confirmed hotel by June 1, 2025 to allow time for the check to clear. Checks must include reservation confirmation numbers, attendee names, arrival/departure dates, and how to allocate the check. Please include the best contact name and phone number in case the hotel has questions. School Name must be in the Memo field of the check. Please make sure you have a copy of the check in your possession when checking-in.

<div> <div>↓</div> <div>PAYING FINAL PAYMENT BY CHECK</div> <div>↓</div> </div>			<div> <div>↓</div> <div>PAYING FINAL PAYMENT BY CREDIT CARD NOT IN YOUR POSSESSION</div> <div>↓</div> </div>	
HOTEL NAME	MAKE CHECK PAYABLE TO	SEND CHECK TO THIS ADDRESS	CREDIT CARD AUTHORIZATION PROCESS	CREDIT CARD AUTHORIZATION CONTACT
Gaylord Palms Resort and Convention Center	Gaylord Palms Resort and Convention Center	Gaylord Palms Resort and Convention Center Attn: Accounting/Julie Persad 6000 West Osceola Parkway Kissimmee, FL 34746	Please email contact to obtain Sertifi Link. (Include your Acknowledgment # on your reservation.)	For 10 or more rooms: Julie Persad jpersad@gaylordhotels.com For under 10 rooms: GaylordPalmsContactUs@gaylordhotels.com
Courtyard Lake Buena Vista in the Marriott Village	Marriott Village at Lake Buena Vista	Attention: Accounting Dept: Luciana Angueira Marriott Village at Lake Buena Vista 8623 Vineland Ave Orlando, FL 32821	Please email contact for Credit Card Authorization Form. (Include your Acknowledgment # on your reservation.)	Peter Rodriguez mcolybilling@marriott.com 407-938-4922
Fairfield Inn & Suites Orlando Lake Buena Vista in the Marriott Village	Marriott Village at Lake Buena Vista	Attention: Accounting Dept: Luciana Angueira Marriott Village at Lake Buena Vista 8623 Vineland Ave Orlando, FL 32821	Please email contact for Credit Card Authorization Form. (Include your Acknowledgment # on your reservation.)	Peter Rodriguez mcolybilling@marriott.com 407-938-4922
SpringHill Suites Orlando Lake Buena Vista in the Marriott Village	Marriott Village at Lake Buena Vista	Attention: Accounting Dept: Luciana Angueira Marriott Village at Lake Buena Vista 8623 Vineland Ave Orlando, FL 32821	Please email contact for Credit Card Authorization Form. (Include your Acknowledgment # on your reservation.)	Peter Rodriguez mcolybilling@marriott.com 407-938-4922
Holiday Inn Family Suites Resort - Waterpark	Holiday Resorts Orlando Suites Waterpark	Attention: Deanna Damico Holiday Resorts Orlando Suites Waterpark 14500 Continental Gateway Orlando, FL 32831	Please email contact for Credit Card Authorization Form. (Include your Acknowledgment # on your reservation.)	Deanna Damico deanna.damico@hisuitiesorlando.com 407-387-1823