



SUFFOLK UNIVERSITY

Residence Life & Summer Programs

HARVARD NETWORKS IN POLITICAL SCIENCE CONFERENCE – SUMMER 2008

A block of rooms at the Suffolk University residence halls have been reserved for the Harvard Networks in Political Science Conference between the dates of June 10, 2008 and June 15, 2008. Suffolk University offers single, double a select few triple and quad accommodations. Each room includes linens, local telephone service and breakfast. The residence hall features 24-hour security, air conditioning, a computer lab, twin size beds, and semi-private bathrooms. Suffolk University is conveniently located in the heart of Downtown Boston. Complete and return this form no later than May 23, 2008. Please contact the Office of Residence Life & Summer Programs for any early arrival/late departure requests. Email confirmations, including building address, will be sent out within 7 days of receipt of this form.

PERSONAL INFORMATION

Last Name		First	M.I.
Primary E-mail Address			Male <input type="checkbox"/> Female <input type="checkbox"/>
Home Address			Box or Apt #
City	State		ZIP
Primary Phone Number			

EMERGENCY CONTACT

Name		Relationship
Primary Phone Number		Secondary Phone Number

HOUSING

Arrival Date	Arrival Time (Check-in begins at 3:00 PM)
Departure Date	Departure Time (Check-out ends at 11:00 AM)
Do you have any allergies and/or medical conditions or are you taking any medications of which we should be aware when making room assignments? If yes, please explain.	

PAYMENT

FULL payment is due in advance and must be returned with this form. Acceptable methods of payment include check (payable to Suffolk University), money order, American Express, Discover, MasterCard and Visa.

Single Room	Number of Nights	(x 1 person) Price per night – \$73.00	Sub Total \$
Double Room (per person)	Number of Nights	(x 2 people) Price per night – \$47.00	Sub Total \$
Triple/Quad Room (per person)	Number of Nights	(x 3 or 4 people) Price per night – \$35.00	Sub Total \$

Guest Name (s)

<input type="checkbox"/> Check #	<input type="checkbox"/> American Express	<input type="checkbox"/> Discover	<input type="checkbox"/> Master Card	<input type="checkbox"/> Visa	Grand Total
----------------------------------	---	-----------------------------------	--------------------------------------	-------------------------------	-------------

Credit Card Number	Expiration Date
--------------------	-----------------

Signature	Date
-----------	------

Please Return this form with Full payment to:

Office of Residence Life & Summer Programs
 ATTN: Summer Programs
 150 Tremont Street
 Boston, MA 02111

You may also submit this form via fax to 617.305.2504. Rooms will be assigned on a first come, first served basis. Contact the Office of Residence Life & Summer Programs at 617.305.2500 or summerprograms@suffolk.edu if you have any questions regarding accommodations. Cancellations will receive a full refund if cancelled (in writing) 48 hours prior to check-in. No refund is available for cancellations within 48 hours of check-in.