



# HOMEWOOD SUITES

— Hilton —

Homewood Suites by Hilton Atlanta-Buckhead  
Extends a warm welcome to the students of  
**Becker Professional Education 2010**

There is no need for expensive taxi rides unless your plane arrives after 11:00 pm. Hilton Homewood Suites will pick you up for free from the MARTA Transit station. Upon arrival at Atlanta Hartsfield-Jackson International Airport call Hilton Homewood Suites and tell them that you are taking MARTA from the airport and arrange the shuttle to pick you up. The hotel number is 404-365-0001. Take the North Springs train to the Buckhead Station and the shuttle will be there to pick you up. All trains go North from the airport and you will only need to change trains at Lindburgh if you are on a train heading to the Dunwoody Station. you will then need to change to the North Springs line. The hotel also will pick you up from the Lindburgh station if you specify this station to the hotel.

Homewood Suites by Hilton offers suites so inviting, so relaxing, and they create a great work environment, they're more home than a hotel. We offer a list of amenities unmatched in comfort and accommodations all for the great rate of :

**Two room suite- king bed:** \$90.00 (+15% tax) per night.

1 bedroom, a living room & work station, &1 full bath

**Two room suite- 2 double beds:** \$92.00 (+15% tax) per night.

1 bedroom with 2 double beds, a living room, pull out sofa, and full kitchen for doubles

**Two Bedroom Suite:** \$120.00 (+15% tax) per night.

2 bedrooms/2 bathroom suite w. living room area, pullout sofa, & full kitchen.

Homewood Suites by Hilton is the recipient of the JD Power & Associates Award- voted highest in guest satisfaction among extended stay chains.

### Special Features:

Daily SuiteStart Hot Breakfast Buffet

Complimentary Welcome Home Reception Mon-Thurs 5:30-7:30pm

Fully equipped & stocked kitchens with microwave, fridge & stove

Daily Housekeeping

Living room with pullout sleeper sofa in all suites

On-site Laundry facilities

Convenient access to MARTA (local transit system)

Convenient Complimentary Shuttle Service to anywhere in a 5 mile radius

And of course, our famous Complimentary Grocery Shopping Service

Work-out Facilities and partnership with CRUNCH fitness

Complimentary high-speed internet access in every room & wireless throughout the facility

Complimentary shuttle to classroom which is also within walking distance



**Homewood Suites Atlanta -Buckhead**  
**Credit Card Payment Authorization Form**

***Please complete all areas below. Incomplete requests may be rejected. This form must be received at least 5 business days prior to the Check-In, or by specified date in Event Contract, to ensure acceptance of the credit card to be charged. Do not send completed form by email.***

**FAX COMPLETED FORM TO: (404) 365-9888**

**ATTN: FRONT DESK**

**HOTEL USE ONLY:**

**Date:** \_\_\_\_\_

Authorized Amount:	Approval Code:	Date:
--------------------	----------------	-------

**CARDHOLDER - Please complete the following section and sign/date below.**

Guest / Group Name:			
Check-In / Event Date:			
Name of Person/Group Making Reservation:			Phone:
Cardholder Name as it Appears on Credit Card:			
Cardholder Billing Address:			
City:	State:	Zip:	
Daytime /Business Telephone:		Evening Telephone:	
Credit Card Number:		Expiration Date:	
Credit Card Type: (Circle one)			
American Express	Discover	JCB	Diners Club
			Visa/MasterCard
Credit Card Issuing Bank Name:		Bank Phone Number (from back of your credit card):	
I agree to cover the following categories of charges: (Please circle)			
Charges	Room & Tax	Food & Beverage	Retail
			Recreation
			All
I agree to cover the above categories of charges up to a Maximum Amount of \$ _____			
DIRECT BILL ACCOUNT PAYMENTS ONLY: (For direct billing customers paying by credit card)			
Name on Invoice/Statement _____		Date on Invoice/Statement _____	
Invoice/Statement Number _____		Authorized Amount \$ _____	

**Note: Charges for room and tax, group deposits or direct bill account payments will be charged to your credit card immediately. Any incidental charges circled above will be charged at the time of check-out.**

Amount to be immediately charged to credit card for room and taxes or deposit: \$ \_\_\_\_\_

Final Balance Billed to Credit Card (hotel use only): \$ \_\_\_\_\_

By signing below, you authorize the hotel to charge your credit card immediately for the amount indicated above up to the "Maximum Amount" indicated above. You further acknowledge that if "all charges" has been selected, then all guest/group related charges (less Deposit) will be charged to the above card number at the time of check-out or event conclusion.

Cardholder Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# HOMEWOOD SUITES

Hilton

## Becker Professional Education Students

### Payment Scenarios

Students who will be paying with Company credit cards must bring the actual credit card for hotel check-in, or have a front and back copy of the card made and faxed to the hotel with a signed authorization form. Included in the fax please indicate whether the credit card will cover all hotel charges or just room and tax.

Students who will be paying with cash or travelers checks for their hotel accommodations are required to put an extra deposit of \$50.00 for incidental charges. This includes phone calls, movie rentals, and laundry detergent, as well as grocery shopping service if used.

### Cancellation Policy

All hotel cancellations must be made no later than 48 hours prior to check in. After that time, students will be charged for 3 days at \$90.00 per day plus 15% tax. If an emergency arises which results in a cancellation, then the situation will be handled accordingly. Students who are not able to sit for the CPA exam and have to check out of the hotel, will not be charged for early check out.

### Reservation Policy

All reservations must be made no later than April 16th, 2010 to guarantee availability. All reservations may be made online at:

<http://homewoodsuites.hilton.com/en/hw/groups/personalized/ATLPMHW-BEC-20100418/index.jhtml>



**HOMEWOOD  
SUITES**  
— Hilton —

**Atlanta/Buckhead Students Spring 2010**

Complimentary Shuttle to class leaves :

Mon- Wed- Fri: 7:15 am, 7:25 am, 7:35 am

Returns at 5:00pm, 5:15 pm, 5:25 pm

Complimentary hotel Shuttle service within a 5 mile radius, 7 days a week, 7am -11pm.

For additional transportation needs, please make a reservation at the front desk.

Taxis are available, but are expensive. Marta is the recommended method of transportation.

**Metro Atlanta Rapid Transit Authority (MARTA) / Train Schedule**

(Buckhead Station ONLY) \$2.00 each way - Weekly and Monthly cards available

For rates and current schedules, check the MARTA website at [www.itsmarta.com](http://www.itsmarta.com).

Customer service: 404-848-4800	Mon – Fri	Sat	Sun
First Train Departs	5:21 AM	5:16 AM	5:16 AM
Last Train Departs	1:35 AM	1:32 AM	1:32 AM

Homewood Suites will pick you up from the Buckhead/Lindburgh station if you call.  
The Buckhead Station is on the North Springs Line.

There is no need for expensive taxi rides unless your plane arrives after 11:00 pm. Hilton Homewood Suites will pick you up for free from the MARTA Transit station. Upon arrival at Atlanta Hartsfield-Jackson International Airport call Hilton Homewood Suites and tell them that you are taking MARTA from the airport and arrange the shuttle to pick you up. The hotel number is 404-365-0001. Take the North Springs train to the Buckhead Station and the shuttle will be there to pick you up. All trains go North from the airport and you will only need to change trains at Lindburgh if you are on a train heading to the Dunwoody Station. you will then need to change to the North Springs line. The hotel also will pick you up from the Lindburgh station if you specify this station to the hotel.

**In case you are in need of urgent medical care:**

Northside Hospital (The shuttle will take you there)  
<http://www.northside.com/home/index.aspx>  
1000 Johnson Ferry Road NE, Atlanta, GA 30342  
404-851-8000

Piedmont Hospital  
<http://www.piedmonthospital.org/>  
1968 Peachtree Road, N.W., Atlanta, GA,  
30309  
404-605-5000

Emergency Dental  
Emergency Dentist Atlanta, Available 24/7  
(404) 239-2668