These are working institutes!
Be sure to include an extra day at the hotel so you can enjoy the Gulf and the surrounding area!

Hotel Information—TradeWinds Island Grand Hotel

The TradeWinds Island Grand Hotel is a four-diamond, fun, family-friendly Florida beach resort spanning 18 tropical acres. This sprawling oceanfront resort overlooks the Gulf of Mexico and boasts something for everyone. You will be greeted with miles of white sand beaches to stroll, breathtaking sunsets, spa services to pamper, and whirlpools to relax and rejuvenate. Guest units boast white wicker furnishings and combine the ambience of the tropics with necessities such as cable TV, refrigerators, coffee makers and microwaves. Be sure to visit the hotel web site at: *http://islandgrand.tradewindsresort.com*.

Hotel Reservations—TradeWinds Island Grand Hotel

You must mention you are with NACADA in order to receive this discounted rate.
Make your reservation early. Reservations at the Institute/Seminar rate must be received by January 6, 2005. The room block will be released to the general public after this date. NACADA's room allocation may sell out before this date. The hotel may accept reservations after January 7, 2005, as long as rooms are available. All rooms have a small refrigerator and a microwave. Single/double rates are $138 per night and one-bedroom suites are $170, all are subject to applicable taxes. Suites provide a separate bedroom. Rates apply four (4) days before and four (4) days after the Institute. Ask for the NACADA Academic Advising Administrators' Institute block.

Airport Transportation to TradeWinds Island Grand Hotel

You must mention you are with NACADA in order to receive this discounted rate.
Super Shuttle will provide direct non-stop service to and from the resort for $34 roundtrip or $20 one way. Super Shuttle guarantees that participants will wait no more than 20 minutes for transportation after check-in if prior reservations are made. Call (727) 572-1111 or (800) Blue-Van. Reservations are appreciated!

For Avis Car Rental: Special discounted rates are available to attendees. For rates and reservations visit *www.nacada.ksu.edu* and click on *"Events."*

RESERVATION REQUEST

Please use this form to make your Group Reservations
Reservations Fax #: (727) 363-2222 or E-Mail: groupreservations@twresort.com

Group: NACADA Date of Function: January 27–February 4, 2005

❑ Hotel Room $138.00 ❑ One Bedroom Suite, based upon availability $170.00 REQUESTS: ❑ Nonsmoking ❑ Smoking

A specific number of rooms are being held at this rate until January 6, 2005. After this date, all group requests will be subject to rate/room type available. **Please make your reservation as soon as possible.**

Name _____ Organization/Firm _____

Address _____ Phone Number _____

City _____ State _____ Zip _____ Fax Number _____

E-Mail _____

Arrival Date_____ Arrival Hour (Check-in 4:00 p.m.)_____ Departure Date (Check-out noon)_____

Number of People in Room _____ Sharing With _____

A one night deposit by check or credit card is required: ❑ Check enclosed $ _____
(Personal checks are not accepted for payment at check-out.)

Please charge to: ❑ MasterCard ❑ Visa ❑ American Express *(Credit cards will not be charged until check-in)*

Card Number _____ Exp. Date_____

Name on Card _____ Signature_____

- All rooms are subject to applicable taxes unless attendee provides proof of tax exempt status prior to check-in.
- Group rates and availability for arrivals four days prior and departures four days after above group dates are on a space available basis only.
- Group rates may not be combined with any other special offer, package or discount.
- REFUNDS: Deposits are refunded provided your reservation is cancelled at least 48 hours prior to 4:00 p.m. on your arrival date. Please retain the cancellation number given.
- A nightly resort amenity fee (EVP/Parking) is included in each overnight hotel room or suite rate. Non-overnight guests will be charged a parking rate of $8.00 per day

Return this form with deposit to:
TradeWinds Island Grand /Group Reservations Dept., PO Box 66307, St. Pete Beach, FL 33706
Group Reservations: (800) 808-9833 *Fax:* (727) 363-2222 *E-Mail:* groupreservations@twresort.com

DO NOT RETURN THIS FORM TO THE NACADA EXECUTIVE OFFICE