**

# LODGING RESERVATION REQUEST

**ILAC/CESI Center**

**PLEASE RETURN TO:**

**Institute for Latin American Concern (ILAC), Creighton University**

**2500 California Plaza, Omaha, NE 68178**

**Omaha Office: Telephone 402/280-3179 // Fax: 402/280-1889**

**email: ilac@creighton.edu**

Person requesting this reservation:

(Last Name) (Middle Name) (First Name)

Organization (if applicable):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Group Sponsor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### If a group, please attach a list of the participants, their age, and gender.

Address:

###  (Number/Street) (City) (State) (Zip Code) (Country)

(Telephone) (Fax) (Email)

Emergency Contact Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Arrival Date and Time at the ILAC Center:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Departure Date and Time from the ILAC Center: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Purpose of the visit: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Number of persons in the group: \_\_\_\_\_\_\_ Number of males: \_\_\_\_\_\_\_\_ Number of females: \_\_\_\_\_\_\_\_\_

Special housing arrangements (e.g., married; families; physical disability needs): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you need ground transportation to and from the airport? Yes \_\_\_\_\_\_ No \_\_\_\_\_\_

*If yes, indicate the date and time for arrival and departure, the airport, airline, and flight number (there is a fee for this service).*

 *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(arrival date) (arrival time) (departure date) (departure time) (airport) (airline) (flight #)*

*\*Please email ilac@creighton.edu for current ILAC rates*