The Queen Kapiolani Hotel will hold a block of 20 rooms for 4-H. They will handle this room block as a group booking but will handle the reservations as individual ones.

1. Code Name: **State 4-H Leadership Conference**
2. Dates of Room Block: April 11-13, 2003
3. Number and category of rooms: 20 rooms, Superior Category.
4. Room Rates: $62 single/twin occupancy; $85 triple occupancy; $110 quad occupancy. This is a net rate (non-commissionable) and is subject to 11.416% Hawaii State and Transient taxes. This special rate will be extended only if members of your group make reservations directly to the Central Reservations Office.

Reservations Procedures:

1. All bookings will be handled as a FIT (individual traveler) reservation by calling the Central Reservations at the following numbers: Toll Free 1-800-367-2317 or Local 808-922-4671. FAX: (808) 922-1982 or E-mail: res@queenkapiolani.com

2. All reservations must contain the following information:
   
   **A.** Code Name: **State 4-H Leadership Conference**
   **B.** Dates of Stay:
   **C.** Full Name of Client:
   **D.** Number of Persons in Room:
   **E.** Major credit card with full name on card and expiration date to secure reservation.
   **F.** Arrival and departure airline information, if available.
   
   The hotel will extend the above rate to your group (on space availability) two days prior and two days after the above dates.

A minimum of one night’s room rate is required within ten (10) days of confirmation. This deposit will be forfeited if cancellation is not received within 72 hours prior to check-in. Reservations without deposits are subject to automatic cancellation without notice.

The hotel will release all rooms unreserved thirty days prior to arrival date. Reservations made after this date will be on a space available basis.