

**MUNICIPAL COURT ADMINISTRATORS ASSOCIATION OF NEW JERSEY
LEAGUE OF MUNICIPALITIES CONVENTION
NOVEMBER 14TH, 15TH, AND 16TH, 2017**

ROOM RESERVATION FORM

The MCAA of NJ has reserved a block of 36 rooms at the Tropicana Hotel.

The room rate is \$135.95 per night for non-tax exempt when paying by personal credit card. The room rate is \$120.00 per night for tax exempt for attendees paying by voucher.

All reservations must be made by August 1, 2017 to guarantee a room. Reservations will be accepted by mail only for Municipal Court Administrators and Deputy Court Administrators. Reservations cannot be made by email since all reservations must be accompanied by voucher or credit card information. Your email address is required to confirm reservation. Rooms are on a first come basis.

PLEASE SEND RESERVATION REQUESTS WITH VOUCHER OR CREDIT CARD INFORMATION TO:

(Voucher should be made payable to Tropicana Casino and Resort, Brighton and the Boardwalk, Atlantic City, NJ 08401) and forwarded, along with this form, to:

**TRACEY HORAN, CMCA
HIGHLAND PARK MUNICIPAL COURT
221 SOUTH 5th AVENUE
HIGHLAND PARK, NEW JERSEY 08904
TELEPHONE: 732-777-6010**

Only one reservation per person. Do not make a reservation if your municipality has already reserved a room for you at another hotel or the Housing Authority will cancel both reservations.

NAME: _____ TELEPHONE# _____

COURT NAME AND ADDRESS _____

EMAIL ADDRESS: _____

ARRIVAL DATE: _____ DEPARTURE DATE: _____

SHARING ROOM WITH: _____

COURT NAME AND ADDRESS: _____

DOUBLE: _____ SINGLE: _____ (CHECK ONE)

VOUCHER PAYABLE TO TROPICANA HOTEL: YES () NO ()

CREDIT CARD NUMBER _____

NAME ON CREDIT CARD _____

EXP. DATE _____ (ALL CHANGES AND/OR CANCELLATIONS MUST BE

MADE THROUGH TRACEY HORAN, CMCA 732-777-6010)

****PAYMENT IS DUE TO THE TROPICANA BY OCTOBER 6, 2017****