

Welcome to Kingsmill and Williamsburg. We invite you to enjoy our 2,900 acres of resort facilities including golf, tennis, swimming and the finest in Williamsburg dining. The Kingsmill staff is so pleased to have you join us. We are committed to doing everything possible to make your visit a memorable one. Please call on us if we can help in any way.

Sincerely,
Robin Carson
Executive Vice-President
and Managing Director



Please fill out the form below and return to:

**Kingsmill Resort and Conference Center
Group Reservations
1010 Kingsmill Road
Williamsburg, VA 23185**

**Reservations Fax: (757) 253-8237
Reservations Phone: 1-800-832-5665**

-----Return a copy of the form below-----

GROUP NAME: **W&M Tax Conference**

DATES: **11/08-11/12/16**

GUEST NAME: _____

COMPANY NAME: _____ BUSINESS PHONE: _____

COMPANY ADDRESS: _____ CITY/STATE/ZIP: _____

NUMBER OF ADDITIONAL GUESTS STAYING IN ROOM: _____

SHARE WITH (If sharing room with another Conferee): _____

EMAIL CONFIRMATION LETTER TO: **_____**

Arrival Day/ Date: _____ Departure Day/ Date: _____

Accommodation Preference:

Resort/Deluxe/River Guest Rooms @ **\$164/\$174/\$194** per room, per night

Resort/Deluxe/River One-Bedroom Suite @ **\$194/\$214/\$234** per room, per night

Local/State and Occupancy Taxes are not included in the above rate(s)

If you would like to arrive early or stay over an extra night to enjoy our resort facilities the same rates will be honored. RESERVATIONS ARE DUE IN OUR RESERVATION OFFICE BY **October 25, 2016** TO ENSURE AVAILABILITY

*****DO NOT SEND A COPY OF YOUR CARD*****

Card type _____

Print name as it appears on card

Signature of Card Holder

Phone _____

Date _____

A Reservation team member will contact you to retrieve your full credit card number and CVV code to guarantee your reservation.

GROUP CODE: WMTAX110916

(Revised 2/23/16)

CHECK-IN time begins at 4:00 p.m., CHECK-OUT must be completed by 11:00 a.m. In the event your room is not available prior to 4:00 p.m. we will be happy to store your luggage for you and you are welcome to enjoy our facilities. Early check-in cannot be guaranteed in advance but will be accommodated, if room is available.

IN GENERAL, all reservations will be confirmed on a first-come, first-serve basis. If for some reason the accommodations requested are not available, you will be assigned the closest rate available. Pets are not allowed.

DEPOSIT POLICY: A first night's deposit or a credit card number must accompany Reservation requests. In order to cancel without forfeiting your deposit or having your credit card charged, you must cancel outside of 72-hour prior to arrival.

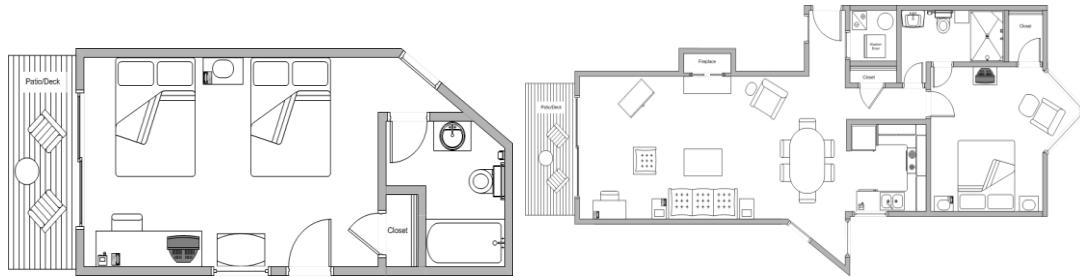
ROOM TYPES:

Guestroom:

Each guest room has **two double beds** or
One king bed

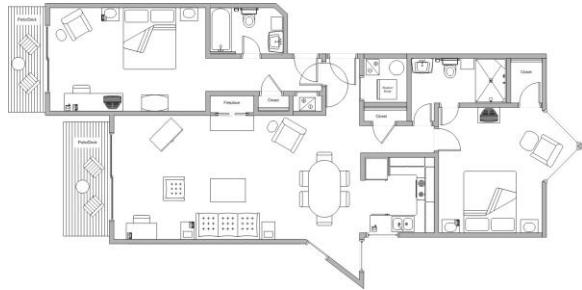
One Bedroom Suite:

Each suite has a King size bed with
with a Queen size sleeper sofa



Two Bedroom Suite:

Each suite has a King size bed with a Queen size sleep sofa, the secondary bedroom has either a (1) King bed or (2) Double beds



Two and Three Bedroom Suites are available upon request, based on availability.

TRANSPORTATION: Group transportation may be arranged in advance by calling our Destination Services Department at (757) 253-1703. There are regularly scheduled flights into nearby international airports in Richmond, Norfolk, and Newport News. Car rental and limousine services from these points put Kingsmill within easy reach of all major metropolitan areas.

DIRECTIONS TO KINGSMILL: From North or South, take I-95 to I-64 East. From East or West, take I-64 to Williamsburg. Take exit 242-A (Jamestown) and follow Route 199W to the first traffic light. The Kingsmill entrance is on the left. The security gatehouse attendant will direct you to the Conference Center for registration.

RESORT AMINITIES: Resort shuttle service, shuttle service to Busch Gardens in season, shuttle to Colonial Williamsburg, 3 18-hole Championship Golf courses, a Par-3 9-hole Executive Golf Course, 13 tennis courts, 2 lighted courts for night play, Sports Club complete with indoor swimming pool, nautilus room, sauna, Jacuzzi, concierge services, spa. Babysitting arrangements may be made in advance by calling our Resort Concierge at (757) 253-1703. Spa Appointments may be made in advance by calling our spa at (757) 253-8230.

KINGSMILL RESORT WILLIAMSBURG, VIRGINIA (757) 253-1703