



## Family Reunion Registration Form

*Provide the following information below regarding your upcoming reunion in Columbus*

### **REUNION DETAILS**

Company or Reunion Name:

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Reunion Dates:

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Reunion Planner Name:

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Address:

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City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

What is your preferred method of receiving information from vendors?

Email

Phone

Mail

### **HOTEL DETAILS**

Have you already selected your hotel?

Yes

No

If yes, where?

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If no, please provide the following information to help us find the appropriate hotel for you:

Approximate number of people: \_\_\_\_\_

Will you need a Hospitality Suite (for a meet & greet, social, etc.)

Yes

No

Approx. number of hotel rooms needed: \_\_\_\_\_ Doubles \_\_\_\_\_ Kings

Please indicate the hotel amenities you desire: (pool, restaurant, lounge, fitness center, etc.)

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Please indicate your budget for hotel room rates (per night): \_\_\_\_\_

What particular area would you like your hotel in? (Check all that apply)

Downtown

North

South

Ohio State Area

East

West

**REUNION HISTORY** (please provide information about your last reunion)

Year: \_\_\_\_\_ City: \_\_\_\_\_ Hotel: \_\_\_\_\_

Number of Attendees: \_\_\_\_\_ Number of Hotel Rooms: \_\_\_\_\_

**BANQUET DETAILS**

Will you have a banquet?

Yes

No

Approx. number of people to attend? \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Location: \_\_\_\_\_

Do you want information on banquet spaces?

At the hotel?

Separate from the hotel?

Specify which type(s) of Services you will need to make your reunion a success:

***Attractions:***

Amusement & Games

Art Performances & Theater

Beer, Wine & Spirits

Casinos

City Tours

Culinary

Museums/Historical Sites

Parks, Gardens & Wildlife

Recreation & Sports

Shopping

Other: \_\_\_\_\_

***Ground Transportation:***

Shuttle Service (20 ppl or less)

Motorcoach/Bus charter for touring (over 20 ppl)

Other: \_\_\_\_\_

**Additional Needs:**

Balloons/Décor

Banner/Signs

Caricature Artists

Entertainment/DJ

Food/Catering

Gift Baskets

Photography

Printing/Copying

Souvenirs/T-Shirts

Party Supply/Rental: \_\_\_\_\_

Other: \_\_\_\_\_

**How did you hear about us?**

Newspaper

Magazine

Radio

Word of mouth

Other \_\_\_\_\_

**Contact for Family Reunions**

Experience Columbus

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