



National Archery in the Schools Program



## Housing Process - 2018 NASP® National Tournament – Louisville, KY

The Louisville Convention & Visitors Bureau is the official housing provider of the National Archery in the Schools Program. Reservations for the 2018 NASP® National Tournament will open on **Thursday, Sept 21 at 12noon**. This process is in place to maximize savings and room availability for attendees and for accurate hotel counts for NASP®. Please utilize this process for making reservations for Nationals. We appreciate it!

### Reservation Information:

- **Individual Reservations** - Please note that you may only reserve up to 20 rooms at one time under the same name or you can reserve each room under individual names.
  - All reservations must have individual names by April 14, 2018. On April 15, any reservations that do not have names, will be cancelled and returned to general sale in the attendee block.
- **Room Blocks** – Room blocks are defined as groups that need more than 20 rooms. Any room requests for more than 20 rooms should email [housing@gotolouisville.com](mailto:housing@gotolouisville.com) to identify hotel options and set up a block of rooms.
  - **Please make sure to include the following information in your e-mail:**
    - **Your name and phone number**
    - **School/Team Name**
    - **Number of rooms requested**
    - **Requested dates**
    - **Preferred location/hotel**
- **Cancellation Policy** – Any reservation cancelled starting April 26, 2018 is subject to first night's room and tax to be charged by the hotel.
- **To reserve your room(s)**
  - **Online** - <https://aws.passkey.com/go/2018NASP®NT>
    - Select **"attendee"** to begin reserving your rooms
  - **Phone** – 800-743-3100
    - Monday – Friday, 9 am – 5 pm eastern time
      - You may be asked for an "access code". If you do not have an access code for a room block, you are an attendee.

If you have any further questions regarding the process, please feel free to reach out to the NASP® or the Louisville Housing Department at 800-743-3100 or email [housing@gotolouisville.com](mailto:housing@gotolouisville.com)

**CAUTION: Please be vigilant if approached by any other company or service that implies or claims to be an official housing provider of the NASP®. The NASP® logo will be included on our housing site and all general communication materials. If you do not see the logo, they are not the official housing provider.**