

Online Reservations Instructions

NTL Human Interaction Laboratory – 09/20/09

Conference Code: 105831

Online Reservations Must be Made by: August 30, 2009

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TO MAKE A RESERVATION:

Go to the Airlie Center website www.airlie.com
Select *Room Reservations* from the menu on the left side of the page
Enter the *Conference Code* above, click *Submit*
Read through the information section, scroll down
Enter a *Package Code* if provided
Choose from the packages and options listed
Fill in the requested information (items marked with an asterisk (*) are required)
Click *Reserve Now* to move to the credit card authorization screen
Fill in the requested information and click *Submit*

You will receive a receipt by email at the email address provided. Please keep this receipt for your records.

PAYMENT TERMS:

Your credit card will be charged for the full package cost at this time. You are responsible for the full package cost in the event of cancellation prior to this meeting or your failure to attend the meeting. You must agree to these terms to complete your reservation.

If you experience any problems with Airlie's online reservations system, please email onlinereshelp@airlie.com.