

RISD PARTNER HOTELS

RISD-Paid Reservations - For faculty/staff booking RISD-Paid hotel reservations through the **RISD Travel Portal @ http://www.campustravel.com/university/risd/visit_risd_business.html**

Please email to the hotel a credit card authorization form and a copy of the front and back of the RISD credit card used for the booking (*if it is not already on file at the hotel*) to validate and ensure the RISD internal, tax-exempt rate and to avoid the RISD-paid guest from being charged at check-in.

PARTNER HOTELS	2017 Contract Rates based on availability for "RISD-PAID" Internal Bookings <i>*Tax will not be charged to bookings confirmed as RISD-paid via submission of CC Authorization.</i>	Hotel Email Address for submission of CC Authorization Form to confirm reservation is being paid for by RISD.
<u>Hampton Inn & Suites Providence</u>	\$134 per night based on availability	salesraynham@msn.com
<u>Hotel Providence</u>	\$155 Superior Guest Room \$155 Deluxe Guest Room \$189 Junior Suite	gnawrocki@hotelprovidence.com
<u>Courtyard Marriott Providence</u>	\$159	Helaine.Gallagher@crestlinehotels.com
<u>Providence Biltmore</u>	\$149 Deluxe King \$169 Junior Suite \$169 Biltmore Suite	LMasnyk@providencebiltmore.com
<u>Omni Hotels Providence</u>	\$162 per night based on availability	desiree.martinelli@omnihotels.com
<u>Renaissance Providence</u>	10% discount off available rates	Steven.ricciardi@tpghospitality.com
<u>The Dean</u>	\$139 based on availability	Candida@thedeanhotel.com Aarin@thedeanhotel.com
<u>Hilton Garden Inn</u>	10% discount off available rates	401 272-5577
<u>Providence Marriott</u>	35% off best available rate	mbarrett@marriottprovidence.com

Please note that the RISD Travel Portal ***should not be used for group bookings***. For RISD-paid group or VIP bookings or to secure room block contracts at the partner hotels listed above, please contact the Purchasing Department for assistance:

Kim Harpin, Senior Buyer (401) 454-6424, kharpin@risd.edu

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