

Highway Geology Symposium
On-Line Hotel Reservation Procedure
September 9-14, 2018

1. Use this link to connect to *Holiday Inn By the Bay* group reservations. [2018 Highway Geology](#)
2. Click the calendar in the CHECK IN box and toggle to September 2018.
3. Select your arrival and departure dates.
4. The group code “**HGS**” will automatically populate in the group code field.
5. Leave “Rate Preference” as BEST AVAILABLE. This will ensure you receive the group rate. If changed, it will show rack rates which are considerably higher.
6. Click to "Check Availability".
7. Select the room you want and click "Book this Room".
8. Complete reservation by entering in your contact and credit card information.

Please note: the group rate is available **September 9, 2018 through September 14, 2018**. If you would like to book rooms outside of these dates, please call the hotel at 800-345-5050 OR 207-775-2311.

Reservations must be made no later than **August 9, 2018**, to receive the conference rate.

There are a limited number of rooms available at the prevailing government rate. Assignments will be made on a first come first serve basis and Government ID will be required. To apply for the rate please request by email to Krystle.Pelham@dot.nh.gov