

WE STRONGLY SUGGEST YOU PRINT THESE PAGES TO AVOID ANY MISCOMMUNICATION OR CONFUSION WITH THE HOTEL AND OUR RESERVATION TERMS

We are so excited to welcome you to the Hilton Orlando Lake Buena Vista @ Walt Disney World Resort for our 2025 Annual Convention. Our sleeping room rates are outlined below. Breakfast is not included in the rate.

GUEST ROOM RATES:

Hotel is pleased to confirm the following special NCCW Group rates: Rates are based on the number of people in the room.

Occupancy	Single	Double	Triple	Quad
King Standard Rooms	\$159.00	\$179.00	\$199.00	\$219.00
Queen/Queen Standard Rooms	\$159.00	\$179.00	\$199.00	\$219.00
Junior Suite	\$219.00	\$229.00	\$239.00	\$259.00
One Bedroom Suite with connecting room	\$319.00	\$329.00	\$339.00	\$359.00

Currently, the sales tax rate is **6.5%**, and the Hotel occupancy tax rate is **6.0%** (subject to change without notice), total of **12.5%**.

Roll-away beds cannot be provided to double, triple, or quad occupancy rooms/suites.

All room rates include the following items for duration of your stay:

- Complimentary guestroom Wi-Fi
- Complimentary access and use of the Hotel's fitness center
- Complimentary Disney Theme Park transportation service

The Hilton Orlando Lake Buena Vista – *Disney Springs*® Area offers spacious accommodations and relaxed comfort in all guest rooms with either a king bed or two queen beds. All guest rooms feature soft colors and convenient amenities that make it the ultimate retreat whether traveling for business or pleasure. Each room includes special amenities like a chair/ottoman, a work station with ergonomic chair, 37" LCD high-definition TV, iron/ironing board, MP3 clock radio, coffee maker, mini-refrigerators, dual-line telephones, high-speed internet access and an oversized in-room safe large enough to fit a laptop computer. For your convenience, bathrooms feature vanities with granite countertops and a hair dryer.

OPTIONAL RESORT FEE:

Should you choose to add the optional resort fee to your room rate, there will be a daily charge of **\$38.00** per room, per night, plus applicable state and local taxes, which provides these additional services and amenities:

- DVDNow Movie Rentals
- Two (2) 16 oz. Starbucks Coffees daily, redeemable at Mainstreet Market

- Two (2) 16.9 oz. bottled water (Nestle Pure Life) daily, redeemable at Mainstreet Market
- \$5.00 discount on one (1) attraction ticket sold at the concierge desk (coupons cannot be combined)

HANDICAPPED ROOMS:

Hotel has reserved (1) king fully accessible, (8) 2-beds fully accessible, (4) partial 1-king accessible and (13) partial accessible 2-beds **total 26 handicapped accessible rooms within the room block. You are able to block one of these rooms via the reservation link provided below.

PARKING:

Hotel is providing complimentary self-parking for all NCCW guests and attendees.

RESERVATIONS:

Please note, all reservations must be made no later than 5:00 EST Monday, July 28, 2025.

We **ADAMANTLY REQUEST** that you only make your reservations through our on-line NCCW dedicated reservation link listed here:

Group SRP Code: NCC

Passkey Link: <https://book.passkey.com/e/50890421>

Should you encounter a problem with your reservation, that cannot be corrected via our NCCW website, please email Valerie Jensen at VJensen@helmsbriscoe.com.

PLEASE DO NOT:

CALL THE HILTON 800-WORLDWIDE RESERVATIONS CENTER to book, modify or cancel a reservation (EVEN THOUGH IT IS REFERENCED ON YOUR CONFIRMATION). They are not aware of many of our special terms and concessions.

PLEASE DO NOT:

USE THE HILTON.COM WORLDWIDE GENERAL WEBSITE to book, modify or cancel a reservation (EVEN THOUGH IT IS REFERENCED ON YOUR CONFIRMATION). They are not aware of many of our special terms and concessions.

**PLEASE DO
PAY ATTENTION TO THESE TERMS:**

AUTOMATIC HOTEL RESERVATION CONFIRMATIONS:

Once you book your room through the reservation link, you will receive an automatic confirmation. It may say you can cancel your reservation up until five days before arrival. Any cancellation terms listed on the automatic confirmation you receive **ARE NOT APPLICABLE TO OUR CONVENTION**. Please refer to our specific cancellation terms listed below which override any other terms you may receive:

CHECK-IN / OUT TIME:

The Hotel's check-in time is **4:00 PM**, and check-out time is **11:00 AM**. If you arrive prior to check-in time, you will be accommodated as rooms become available and the Hotel can arrange to check your baggage. Baggage storage can also be arranged after check-out time on your departure day.

EARLY DEPARTURE FEES:

Should you depart the Hotel before your confirmed departure date, you will be charged an Early Departure Fee of your applicable room rate plus taxes for each night of your stay not actualized.

You may change and/or confirm your final checkout date at any time prior to and up until **Sunday, August 10, 2025** without penalty. After that date the above policy will be enforced.

NO SHOWS:

All reservations that fail to arrive on their scheduled arrival date will be considered No-Shows and a charge for your entire stay plus tax will be charged to your credit card on file.

SPECIAL RATE AND CONCESSIONS:

We have very special rates, concessions that cannot be honored should you not use our NCCW reservation link. Should you receive or be told any information regarding your reservation, modification, or cancellation that is different from our terms, they will **NOT** be honored, and you will remain liable for all payments outlined below. The cancellation terms listed on the automatic confirmation you receive from Hilton after making your reservation **ARE NOT APPLICABLE TO OUR CONVENTION**. Please refer to our specific cancellation terms listed below which override any other terms you may receive:

SLEEPING ROOM CANCELLATION TERMS:

When you make a reservation at the Hotel you will have your credit card charged for one night’s room and tax at the time the reservation is made. Should the reservation subsequently be cancelled, the following individual cancellation scale will apply:

Date of Reservation:

Charge for Cancellation:

April 1, 2025 to July 20, 2025

No Charge

July 21, 2025 to July 27, 2025

Charge of (1) one night’s room and tax

July 28, 2025 to August 3, 2025

Charge of (2) two night’s room and tax

August 4, 2025 to August 11, 2025

Charge of (3) three night’s room and tax*

August 12, 2025 to Date of Arrival

Charge for your entire stay’s room and tax

*or your full stay should it be less than (3) three nights

You may change or substitute the name of another attendee or yourself on a room reservation up until five (5) days prior to arrival without penalty. After this date, no name substitutions will be accepted by the Hotel and you will be charged the full room rate and tax for cancellation at that time.

HILTON HONORS:

In case you are interested in joining the Hilton Honors reward program here is the information. It is free to join. www.hiltonhonors.com You can learn all about the benefits and perks you can earn on the site.