

From: Sheraton Commander Hotel <[REDACTED]>

To: "[REDACTED]" <[REDACTED]>

Subject: Sheraton Reservation [REDACTED]. We look forward to seeing you.

Date: Tue, 20 Mar 2012 14:50:36 +0000

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Sheraton Commander Hotel

16 Garden Street, Cambridge

Massachusetts 02138, United States

Phone: [REDACTED]



Contact Us

Your Room

Guest Services

Dining Options

In The Neighborhood

Finding Your Way

Meetings & Events

Hello Mr Boyd,

We're pleased to confirm your upcoming stay at the Sheraton Commander Hotel and look forward to your arrival.

If there's anything special we can do in preparation for your stay please don't hesitate to contact us. In the meantime, safe travels.

Michael Guleserian
General Manager

YOUR SCHEDULE:

| | |
|------------------|--------------------------|
| Check In | 10-APR-2012 - 3:00 PM * |
| Check Out | 17-APR-2012 - 12:00 PM * |
| Number of Rooms | 1 |
| Number of Guests | 1 |

* Indicates standard hotel check-in and check-out times and does not reflect special arrangements made with the hotel.

YOUR ACCOMMODATIONS: ROOM 1 OF 1

| | |
|--------------------|------------|
| Guest Name | BRIAN BOYD |
| Number of Adults | 1 |
| Number of Children | 0 |

Room Description
King Bed

- Traditional Non-smoking, Smoke-free
- 26 [REDACTED] 275 Sq.ft - 35 [REDACTED] 375 Sq.ft • 32 Inch Flat Screen Lcd Tv
- Sweet Sleeper Bed • Comfortable Work Area
- Free High-speed Internet

Remarks

YOUR RATE: ROOM 1 OF 1

Rates for the night of **10-Apr-12, 11-Apr-12, 12-Apr-12, 13-Apr-12, 14-Apr-12**

Rate Details

Flat Rate \$239

239.00 in US DOLLARS per night

Taxes

State Room Tax 5.7 Percent Per Room Per Night Not In The Rate
Convention Cntr 2.75 Percent Per Room Per Night Not In The Rate
City Tax 6.0 Percent Per Room Per Night Not In The Rate

Rates for the night of **15-Apr-12, 16-Apr-12**

Rate Details

Harvard

For corporate use only. Only to be booked by someone calling from Harvard/Radcliffe. For direct bill please get department and contact name, billing address and phone number. Only two rooms to be held under one name. Please put in remarks/comments what is to be direct billed.

199.00 in US DOLLARS per night

Taxes

City Tax 6.0 Percent Per Room Per Night Not In The Rate
State Room Tax 5.7 Percent Per Room Per Night Not In The Rate
Convention Cntr 2.75 Percent Per Room Per Night Not In The Rate

Guarantee and Cancellation Policies

Your room is guaranteed with a(n) card.

Cancel by 6:00 PM Hotel time 1 days prior to avoid 1 Night penalty. There may be additional applicable charges and taxes.

Room taxes may be charged on penalties.

Debit and Credit cards will be authorized at check-in for the amount of your stay, plus an amount to cover incidentals. Please visit "Announcements" on the hotel website for more information.

YOUR PRIVACY

Please note: For security purposes, you will be asked to provide a valid government or state-issued photo ID at check-in.

This email may contain links to websites that collect personally identifiable information about you. Starwood Hotels & Resorts Worldwide, Inc. is not responsible or liable for the actions of such independent websites, and encourages you to review the privacy statements and policies of such websites to understand how they collect, use and store such information.

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DISCLOSURE

Modify and Cancel Information

To view, change or cancel your reservation, please visit [REDACTED]. Any modification to a reservation is subject to the hotel's availability at the time the modification is requested and may change the rate and/or require payment of cancellation fees. If you require further assistance, please contact Sheraton Hotels and Resorts at 800-325-3535 if you are calling from the United States or Canada. Otherwise, [click here](#) for the telephone number of the Worldwide Reservation Office nearest you. Please note that reservations cannot be changed or canceled via email.

Guarantee Rules

For reservations guaranteed with a form of payment at time of booking, rooms are held until hotel check-out time the day following arrival. For reservations not guaranteed with a form of payment at time of booking, rooms are held until set cancellation time per the rules of the reservation. In the event more guests arrive than can be accommodated due to hotel overbooking or an unforeseen circumstance, and hotel is unable to hold rooms consistent with this room hold policy, hotel will attempt to accommodate guests, at its expense, at a comparable hotel in the area for the oversold night(s), and will pay for transportation to that hotel.

Smoking Policy

All guest rooms and public spaces are 100% smoke free. A \$200 cleaning fee will be charged to any guest if evidence of smoking is found in their room.

Exchange Rate

For non-US hotels, rates confirmed in USD may be converted to local currency by the hotel at your time of stay, based on the exchange rate used by the hotel and are subject to exchange rate fluctuations. Credit card charges are subject to additional currency conversions by banks or credit card companies, which are not within the hotel's control and may impact the amount charged to your credit card. Please contact the hotel if you have any questions.

Rate/Reservation Validity

Please note that electronic reservation confirmations are provided to you solely for your convenience and that we retain official records of our reservation transactions, including details of dates of stay and room rates. In the event of discrepancies, alterations, modifications, or variations between this confirmation and our official records, our official records shall control. Tampering with this confirmation to alter the room rate, or any other reservation information is strictly prohibited and may have legal consequences.

Early Departure

Many Starwood hotels have an early departure fee. When you check-in, you will be asked to confirm your departure date. You may be able to change your

departure date without a penalty if your rate plan permits and if you do so before the end of your arrival day. After reconfirming your departure date, if you decide to leave earlier, you may be charged the early departure fee. Please contact the hotel if you have any questions.

Starwood Hotels & Resorts Worldwide, Inc.
One StarPoint Drive, Stamford, CT 06902 USA

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