

E-TOOLS BY MARRIOTT.  
FREE WEBTOOLS TO  
SUPPORT YOUR EVENTS



## FIVE GREAT TOOLS AT YOUR FINGERTIPS TO MAKE YOUR EVENT PLANNING EASY.



### **RESLINK (Reservation Link)**

**Book your rooms online at contracted rates – 7 days a week, 24 hours a day!**

- Upon confirmation of your room allotment, you will receive an email with a ResLink (hyperlink) especially created for your event
- By clicking the ResLink, the homepage of the chosen hotel will open automatically, including a reservation mask
- Your personal booking code is already pre-populated in the designated form field and linked to your contracted room rates
- You can now either send an email with the ResLink to the participants of your event or place it on your own website
- That way, rooms can be booked online, 7 days a week, 24 hours a day


### **CUSTOM WEBPAGE**

**Whether for a private or business event – your individual event website awaits you! We take care of the creation!**

- Once you have confirmed your event including a room allotment at the chosen hotel, we will create your individual event page within just a few days and then send the corresponding link to you
- You can now either forward the link to the participants of your event or place it on your own website
- By clicking the link, your individual event website opens, including a reservation mask with your booking code, which allows the participants to book their rooms online at the contracted rates at any time (A)



- In addition to a professional design, the website can be customised in line with your corporate identity, including individual text, logo, links and images (B + C)
- Additional documents can be uploaded to inform the participants about the event schedule and further supporting programmes (D + E)
- Moreover, information such as driving directions to the hotel and a city map is available on the website



**Chattanooga Marriott at the Convention Center**

**Check Rates & Availability**

Book using the form below to receive the special group rate for this event!

Rooms start at **\$109 USD** and are available from **09/10/09/15/**

You must book by **08/25/** to receive this special rate!

Check-in date:

Check-out date:

Guests / room:  No. of rooms:


Search by:  Room Type:

Group code:

**A**

To make reservations by phone, call 1-800-228-9290 in the US and Canada (or any of our worldwide reservation numbers)

**Your Event Name Here**



**31st Annual Education Conference: ACME Learning Institute**

At this important annual conference, world-renowned professionals present the most current scientific educational sessions, utilizing the most efficient methodologies and technical products from ACME.

The conference offers general sessions, poster presentations, hands-on workshops, field trips, and vendor exhibits. Every discipline subcommittee offers some type of training. Educational sessions range from basic to advanced levels.

**Chattanooga Marriott at the Convention Center**  
Two Carter Plaza  
Chattanooga, Tennessee 37402  
USA  
Phone: 1-423-756-0002  
Fax: 1-423-308-0210  
Sales: 1-423-756-0002 ext. 4566  
Toll-free: 1-800-840-1674

**Hotel Highlights**

Multi-Travel Guide Stars: 3  
Marriott Rewards Category: 4 >>>

- Located downtown in the business district
- Connected to the Chattanooga Convention Center

**Photo Tour >>>**  
Click for a photo tour of this property!

**Guest Rooms In Detail >>>**

- New Revised Bedding
- Free Wireless High-Speed Internet Access
- Coffee maker in-room
- Iron and board
- Hair Dryer

**Area Information >>>**

**Top Attractions**

- Aquarium/IMAX 3-D Theater
- Rock City/Ruby Falls-Lookout Mountain
- Creative Discovery Museum

**Your Logo Here**

**Downloads**

Conference Agenda **D**

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**Important Links**

ACME Learning Website **E**

Conference Registration **E**

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**Area Information**

Chattanooga Tourism

Social Events

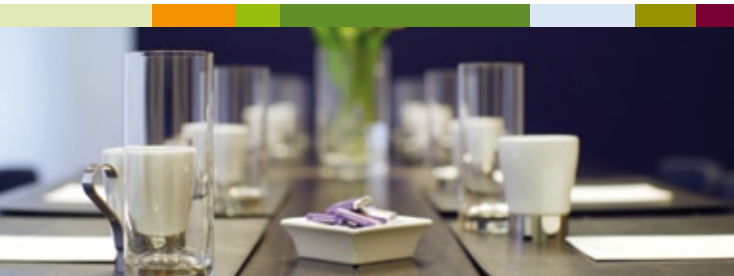


A blurred photograph of a white rectangular sign with the words "MEETING ROOM" printed in black capital letters. The sign is mounted on a dark surface and is slightly out of focus.

### **eROOMING LIST**

**Discover a free and easy way to manage the rooming list of your event!**

- We provide you with an Excel spreadsheet that covers booking-related information such as guest names, arrival and departure dates as well as guest preferences (preferred bed types, smoking or non-smoking rooms, requested floors)
- Upon receipt of the completed Excel spreadsheet, all data will be automatically uploaded in our hotel reservation system – thus, spelling mistakes and other errors can easily be avoided
- We will send you a summary of the registered guests in a tabular form, including the confirmation number for each reservation



### **eGROUP LIST**

**Is your room allotment booked or are there still capacities available?**

- Upon demand, we immediately provide you with an Excel spreadsheet that contains a current overview of the reservations already made
- Guest names, arrival and departure dates as well as guest preferences can thus be easily accessed and reviewed
- To ensure that you are continually informed about any changes of the room allotment this process can be repeated as often as required

### **GROUP PRE-ARRIVAL EMAIL**

**The ideal way to prepare your guests for the upcoming journey!**

- Upon demand, each guest registered within your room allotment receives an automated booking reminder five days before arrival
- This special email confirms the arrival and departure date and contains additional information about current weather conditions as well as suggestions for activities in the area
- In addition, the "virtual concierge" function notes special requests such as late arrival or required airport transfer

**All Web tools offered by Marriott International are free of charge – contact your local hotel partner for further information or assistance!**



More information about our E-Tools:

[WWW.MARRIOTT.COM](http://WWW.MARRIOTT.COM)

[WWW.EVENTSBYMARRIOTT.EU](http://WWW.EVENTSBYMARRIOTT.EU)