

# FACULTY SEARCH - CANDIDATE OVERNIGHT LODGING

## General Instructions for making a reservation for a search candidate:

**Sheraton Baltimore North** - Contracted rate is \$129. Contact Alesia Liadziankina at Alesia.Liadziankina@sheratonbaltimore.com. Let Alesia know in your email that this reservation is for a search candidate with TU and should be direct billed. Also include your name as the requestor, your department name, dates candidate will be checking in/out and number of rooms needed. Once you receive confirmation number(s), complete the form below and email to wrohrbaugh@towson.edu.

**Courtyard by Marriott Hunt Valley** - Contracted rate is \$109. Contact Pauline Kinyua at pauline.kinyua@marriott.com or call 410-584-7070. Online reservations available by adding the Towson University booking code **TUU** under Special/Rates/Corporate/Promo. Let Pauline know that this reservation is for a search candidate with TU and should be direct billed. Once you receive confirmation number(s), complete the form below and email to wrohrbaugh@towson.edu.

### SECTION I

Search Number:

Department:

Search Chair:

Campus Extension:

### SECTION II

### Candidate Information

**CANDIDATE 1** Arrival Date \_\_\_\_\_ Departure Date: \_\_\_\_\_  Sheraton Baltimore North  Courtyard Marriott Hunt Valley  
 Dr.  Mr.  Ms.  Mrs. Name: \_\_\_\_\_ Confirmation # (required) \_\_\_\_\_  
Home Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

**CANDIDATE 2** Arrival Date \_\_\_\_\_ Departure Date: \_\_\_\_\_  Sheraton Baltimore North  Courtyard Marriott Hunt Valley  
 Dr.  Mr.  Ms.  Mrs. Name: \_\_\_\_\_ Confirmation # (required) \_\_\_\_\_  
Home Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

**CANDIDATE 3** Arrival Date \_\_\_\_\_ Departure Date \_\_\_\_\_  Sheraton Baltimore North  Courtyard Marriott Hunt Valley  
 Dr.  Mr.  Ms.  Mrs. Name: \_\_\_\_\_ Confirmation # (required) \_\_\_\_\_  
Home Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_