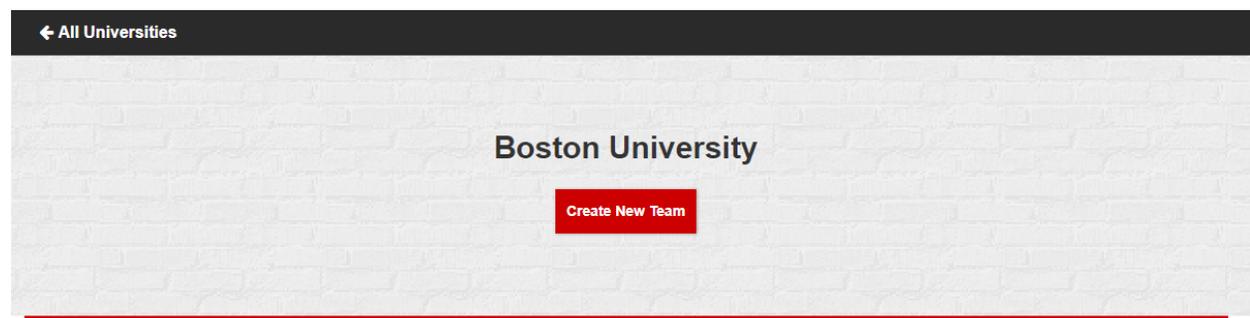


BU Club Sports Hotel Booking Guide

Set Up Your Team Page

A link to all team pages can be found [here](#). Officers should click the red “Join Team” button next to their team to have the ability to make team travel requests. If you do not have an account, you will be prompted to create on the next screen. Only officers should have accounts and make travel requests. It is suggested that teams use their team email (i.e. “bugirlswaterpolo@gmail.com”) and to have one single account. This will make year to year transitions easier.

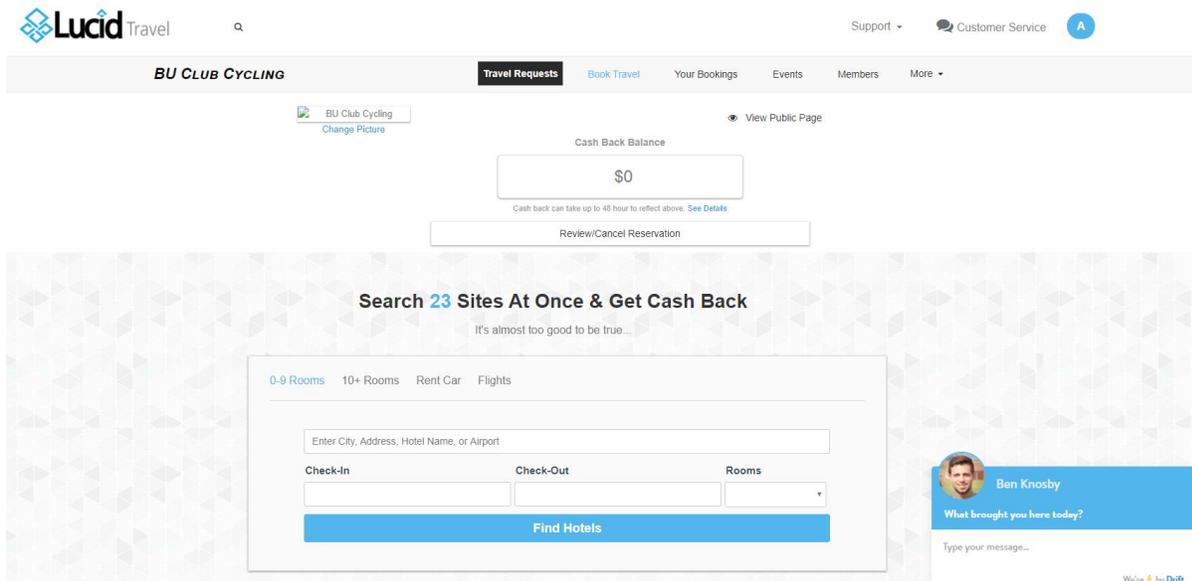


Club Teams

Team Name	Sport Type	Visit Team Page	Join Team
BU Club Badminton	Badminton	Visit Page	Join Team
BU Club Baseball	Baseball	Visit Page	Join Team
BU Club Cricket	Cricket	Visit Page	Join Team
BU Club Cycling	Cycling	Visit Page	Join Team
BU Club Equestrian	Equestrian	Visit Page	Join Team

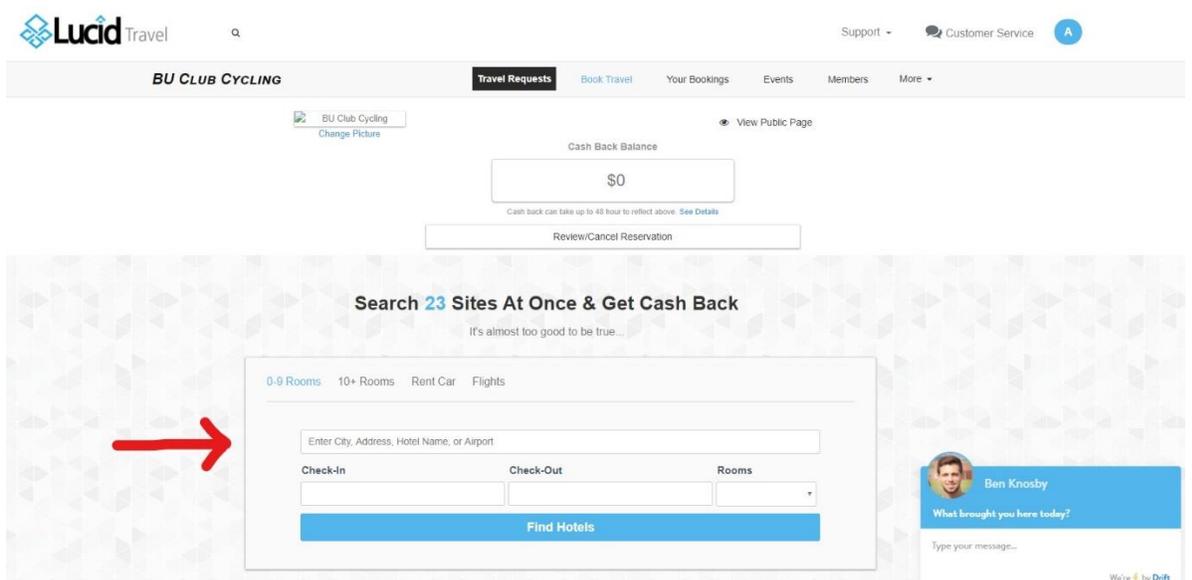
Manage Your Team Page

On your team page, you will have the ability to: upload a team picture, make/manage/cancel a hotel reservation, and view your cash back balance. This page should be managed by and accessible only to club officers.



Booking a Hotel

From your team's page, enter the City, Dates, and Number of Rooms information in the search fields and click "Find Hotels".



Select the hotel that best fits your team’s needs and click the orange “Continue”.

City	Check-In	Check-Out	Rooms	Quick Search
Warwick, MA	04/20/2018	04/22/2018	2	
<input type="checkbox"/> AAA Member <input type="checkbox"/> Senior Discounts <input type="checkbox"/> Military/Government Rates <input checked="" type="checkbox"/> Business Traveler				

Showing 87 hotels

Star Rating

★★★★★
 ★★★★☆
 ★★★☆☆
 ★★☆☆☆

Hotel Name

Filter by hotel name

Price Range

\$0 \$517+

Guest Reviews

0 5

Amenities

Pet Friendly
 Pool
 Free Breakfast
 Gym
 Meeting Rooms
 Kitchen
 Family Friendly
 Restaurant

Sort By	Landmark	Zipcode or Address	Price	Stars	Name
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Econo Lodge Brattleboro

+1-866-215-4064
 515 Canal St., Brattleboro, VT, 05301, US
 15.6 miles from Warwick, MA
 Special internet rate that is booked online.



\$63.99

Average 3/5
 Read Reviews

Continue

Hampton Inn & Suites Greenfield

+1-800-881-1523
 184 Shelburne Rd., Greenfield, MA, 01301, US
 15.7 miles from Warwick, MA
 Exclusive BU Hotel Discount!



\$238.67

Very Good 4.5/5
 Read Reviews

Continue

Best Western Plus Keene Hotel

+1-866-221-8581
 401 Winchester St., Keene, NH, 03431, US
 16.55 miles from Warwick, MA



\$83.32

Very Good 4/5
 Read Reviews

Continue

Once you have selected your hotel, you can select the type of rooms you need. Click the “Check Availability” button. The site will produce a list of room options that you can select. When you see the room that you would like to reserve, select the orange “Book Now” button. Note: this may change the price of what was originally listed.



ECONO LODGE BRATTLEBORO

515 Canal St, Brattleboro, VT 05301 US

[View Map](#) Near Brattleboro Outlet Center Reservations: 1-855-500-1987

★ ★ 2.0 Star Downtown Hotel



Hotel 1 of 73

<



>

Select My Room

Average 3.0 /5

Based on 108 guest reviews

Show Guest Reviews

- ✓ 24-hour fitness facilities
- ✓ Free breakfast
- ✓ Indoor pool
- ✓ Number of floors - 2
- ✓ Outdoor seasonal pool
- ✓ Pets allowed

Check-in	Check-out	Rooms	Adults	Children (17 or under)
04/20/2018	04/22/2018	2	1	0
		Room 2	1	0

Check Availability

After you select “Book Now”, you will be redirected to the payment screen. **You should not entering any credit card information.** After you have filled all of the required information, click the orange, “Request Confirmation From My Administrator” button. This will send an email to your advisor with the information and option to pay for the hotel or decline the request. Once your advisor pays for the hotel, they will forward you the receipt/confirmation. A confirmation should be emailed to you from Lucid Travel as well.

Are you using club funds or friends account? (Yes or No)

Department

How did you want to pay for the reservation? I will use a credit card
 Notify my administrator to approve and provide payment arrangements

Administrator Name (don't know?)

Administrator Email

Guest Details

Guest Name

Choice Privileges #

Phone

Text me a copy of the confirmation

Email

Additional Guests

Name for Room 2

Summary

Econo Lodge Brattleboro
515 Canal St.
Brattleboro, VT 05301
United States

Arrival:
Fri, April 20, 2018
Departure:
Sun, April 22, 2018 [Change](#)

Guests and Rooms:
2 Rooms, 2 Nights
Adults 4 Children 0

Room and Rate/Night
2 Double Beds No Free Continental Breakfast
Promotion 1

Total for 2 Rooms:

(includes tax recovery and service fees)

To secure your reservation, your credit card will be charged immediately for the total amount of your reservation. This secures the low price and ensures you have a room when you arrive.

Still have questions? [1-855-500-1987](tel:1-855-500-1987)
 Don't have questions? Then book [online](#):
 • It's faster and just as secure
 • It's the same price as over the phone

Book with Confidence

Please enter the following for Administrator Name and Administrator Email. (Administrator = Your Advisor)

Scott's Clubs: Scott Nalette – snalette@bu.edu

Ryan's Clubs: Ryan Parsons – rparsons@bu.edu

If you have any questions about the booking process, please reach out to your advisor.