



Hello Steve,

I have your group all setup.

The special rate codes they need are: **NCWV0113**

They can go online to book their reservations, or can **call 1-800-REDLION**. I have included some instructions below to book online.

Here is the direct link to your group's reservation site:

<https://reservations.redlion.com/ibe/details.aspx?hotelID=13758&langID=1&group=HORT1216&hgID=280&dt1=6182&nights=4&rooms=1&adults=1&child1=0>

or

Go to www.redlion.com and you will see at the top left of the screen the form to make a reservation.

Enter **Wenatchee, WA** for the Destination, the arrival date, departure date, number of adults and children.

Then click the "Corporate/Group Code/Promotion box" Have them enter the code **NCWV0113** from above into the Special Rate box then click done.

It will close the window and take you back to the reservation window, click submit. The detailed reservation screen should appear and they should see **NCWVC – LIGHTS OUT TOURNAMENT**

Just follow the onscreen options to complete their reservation.

If you are in need of a **shuttle pick up** from Pangborn airport please contact the Hotel directly at least 24 hours in advance at **(509) 663-0711** so we can make sure to send our driver for your arrival time. This shuttle service is complementary to our hotel guests.

Please be aware check in time is 3:00 p.m. and check out is 12:00 p.m. each day. Also, if your plans change and you must leave early, please let us know at least 24 hours in advance or an early departure fee of \$50 will be applied to your reservation.

If there are any questions, please let me know.

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