

Attendee Registration

Hotel reservations must be made individually using the attached form or booking online. **Lodging rates begin at \$147/night and must be made by July 22, 2018.** Reservation requests after this date will be accepted on a first-come, first-served basis, at prevailing rates. Meeting registration deadline is Friday, **August 3, 2018.** Absolutely no refunds after this date. Contact Cindy Zolkowski with questions—517-324-0858, Fax: 517-324-7034.

Registration Fees

\$175 Full Conference (per person) \$_____
(includes: All sessions & conference materials, Wednesday/Thursday reception & dinner Thursday/Friday breakfast & lunch, one registration gift)

\$50 Wednesday Reception/Dinner \$_____

\$150 Thursday/Friday \$_____
(includes: All sessions & conference materials, Thursday reception & dinner Thursday/Friday breakfast & lunch, one registration gift)

\$125 Single Day (circle date Thursday Friday) \$_____

Guest Fees:

\$50 Wednesday Reception/Dinner (children under 18 \$25.00) \$_____

\$50 Thursday breakfast & lunch (children under 18 \$25.00) \$_____

\$50 Thursday dinner (children under 18 \$25.00) \$_____

\$50 Friday breakfast & lunch (children under 18 \$25.00) \$_____

Guest(s) Name: _____

Total Fees \$_____

___ Check enclosed payable to MPTA

___ Paid by credit card via www.mptaonline.org (\$10 handling fee will be charged).

Fax (517-324-7034) or mail registration to MPTA-2875 Northwind Drive-Suite 120-East Lansing MI 48823

Name (as it will appear on badge) _____ **Title** _____

Company (no acronyms) _____

Email _____ **Phone** _____

Mailing Address _____ **City** _____ **State** _____ **Zip** _____

2018 Alan Hartley Memorial Golf Tournament

Wednesday, August 22
Crystal Mountain Resort
Mountain Ridge Course



DETAILS, DETAILS, DETAILS

7:15 am Breakfast Buffet , Mountain View Room
8:00 am Shotgun Start
1:30 pm Lunch, Prizes, Drawings, Mountain View Room
Cost: \$70/person, includes golf/cart, breakfast, lunch, on-course beverage cart, prizes

Registration Deadline: Friday, August 3, 2018 (no refunds after this date)

Golf Tournament Entry Form

Name: _____

Agency/Company: _____

Phone: _____ Email: _____

Partner (optional/list ONE only): _____

Vendors, please list any conflicting companies that may be in attendance that you would prefer not to be in your foursome:

Amount Enclosed: _____ OR Here If Paid Via Credit Card @ www.mptaonline.org
(\$70/person)

Make Checks Payable to MPTA-2875 Northwind Drive-Suite 120-East Lansing MI 48823

Contact: Cindy Zolkowski Phone: 517-324-0858 Fax: 517-324-7034

Email: mptacindy@comcast.net



Group Name: Michigan Public Transit Association

Group #: 4622XL

Issued: 1/23/18

Dates: August 21, 2018-August 25, 2018

Reservations may be made by calling 1-855-520-2974, by utilizing this form or by booking online at Book Online Here This is a direct link to the Crystal Mountain online booking system with your group code. If the group code (4622XL) does not populate into the online booking system form automatically, it is possible your organization's security settings may be blocking this. In this case, after you click the link and get to the online booking system, you may need to click on the "Have a Special Code?" link and key in your group code (4622XL) manually to view the selections for your group.

Reservations must be made by July 22, 2018, reservations received after this date will be taken on a space-available basis and at the prevailing discounted rate. If room type requested is not available, the next available room type and rate will be confirmed. Crystal Mountain does its best to accommodate requests, however cannot guarantee specific rooms/units. Please inquire with reservation staff for additional unit types available beyond those listed.

Check-in: 5:00pm

Check-out: 11:00am

Table with 4 columns: Room, Single/Double Rate, Single/Quad Rate, Indicate 1st & 2nd Choice. Rows include Studio (one queen bed), Hotel Room, Inn Suite, One Bedroom Condo, One Bedroom Inn Condo / Kinlochen, Two Bedroom Condo, Two Bedroom MountainTop Town Home, Two Bedroom Cottage / Kinlochen, Three Bedroom Condo / Resort Home, Four Bedroom MountainSide Townhome, Three Bedroom Bungalow / Cottage / Kinlochen, Five Bedroom MountainSide Townhome, Four Bedroom Bungalow / Resort Home.

*Quoted rates are subject to 6% state tax, 2% local assessment and 9% service fee.

Package Includes: Lodging Only (per unit, per night)

- Up to 2 children ages 17 & under sleep free when occupying same room with 1 paying adult.
There is a \$20.00 plus tax, per person, per night charge for additional adults above the quoted occupancy.
Credit card imprint is required at check-in for all guests.

Deposit / Cancellation Policy: A deposit equal to the first night's lodging is required with each reservation. Please make check or money order payable to Crystal Mountain or include a credit card number below. Do not send cash. Deposit is fully refundable, less a \$10 administrative fee if cancellation or modification occurs at least 7 days prior to your arrival date. Deposits are non-refundable if the cancellation occurs within 7 days of arrival. Modifications to your reservation including changing dates or reducing the length of your stay will result in a charge equal to one night's stay. No refund on unused portion of package stays.

Group #: 4622XL

Please Print

Arrival Date: Departure Date: Number of: Adults in Party: Children 17 & under:

Mr. Mrs. Ms. Dr. (circle one): Name :

Address:

City: State: Zip: Telephone #: (Home)

E-mail Address: (Work)

Conference attendees sharing same room:

Special requests: (handicap accessible, etc.):

Would you like to be contacted for lesson, recreation, tee time or spa reservations? Yes No

Signature: Date:

Tax exempt individual: If your agency is tax exempt you may qualify for exemption from the 6% state use tax; reservations are not exempt from the 9% service fee or the 2% assessment. To qualify for exemption please complete the tax exempt form and provide any required documentation. Reservations must be paid with agency funds. If an agency credit card is being used for payment, a credit card authorization form must be completed. In addition we must receive a legible copy of the credit card showing the last 4 digits of the card and the agency name. For your convenience Tax Exempt Instructions are included to provide the specific requirements and where to send your documents. (Personal funds or cash do not qualify for tax exemption)

- Agency check enclosed.
Agency credit card completed below (MUST include credit card authorization form).
Please use my personal credit card to guarantee the reservation. Payment with agency funds will be provided prior to arrival.

AUTHORIZATION NOTE: I authorize and acknowledge that all of the charges below will be processed to my payment card as detailed above. (Due to PCI compliance; we can only accept the last 4 digits of the credit card by e-mail- once the reservation is set up a Reservation Agent will call you for the Credit card information).

Credit Card #: Expiration Date: / Billing Zip Code:

Agency or individuals name as it appears on Card: (Agency credit card or copy MUST be presented upon check in)

Please contact Reservations with any questions at 1-855-520-2974. The information can be provided in the following ways:

Mail to: Crystal Mountain Resort Reservations Fax to: 231-378-4879 Email to: reservations@crystallmountain.com
12500 Crystal Mountain Drive
Thompsonville, MI 49683



CRYSTAL MOUNTAIN ACCOMMODATIONS

Our accommodations offer a unique guest experience with a variety of different lodging options, and conveniently allow houseguests to take advantage of our [houseguest perks](#) during their stay. All accommodations are non-smoking, and feature daily stay-over service, air conditioning, satellite television, coffee maker, video player, hairdryer, iron, and ironing board. Please visit our [Lodging and Package Details](#), and [Resort Map](#) for more information.

Studio Room, Hotel and Suite Options

[PINEHURST STUDIO ROOMS](#) ~ Studio Rooms are nestled among the pines and situated along the 9th fairway of our Betsie Valley golf course. Pinehurst offer a convenient location near Kinloch and the Buck Quad chairlift, while remaining only a short distance from the village core. ~ Lodging Amenities • Sleeps 2 guests • One queen bed • Private bath with jetted tub in select units • Efficiency kitchen • Two-story building with exterior doorways • No elevator

[HAMLET HOTEL](#) OR [CRYSTAL COLONY HOTEL](#) ~ Hotel accommodations are conveniently located in the heart of the resort near the Kinloch and Crystal Spa, and just a short distance away from the slopes, Park at Water's Edge, and the Crystal Conference Center. ~ Lodging Amenities • Sleeps up to 4 guests • Two queen beds OR one queen bed and one queen Murphy bed • One bath with jetted tub in select units • Efficiency kitchen • Community ice machine available in building • Two or three-story building with interior hallways • No elevator • Luggage service available at Front Desk

[INN AT THE MOUNTAIN HOTEL](#) ~ Inn Guestrooms are located in the heart of the village core, next to the Crystal Conference Center, between the Park at Water's Edge Outdoor Pool and Barr Park, and just steps away from the ski slopes. Inn at the Mountain is home to a new coffee shop/wine bar, and to a specialty market featuring fresh and prepared food. ~Lodging Amenities • Sleeps 2-4 guests • Two queen beds OR one king bed • Luxury bathrooms with heated tile floors • Mini refrigerator and coffee maker • Electronic work station with voice and data ports • Private outdoor balcony in most units • Community ice machine, washer, and dryer available in building • Three-story building with interior hallways • Has an elevator, and access to the 4th floor Rooftop Terrace.

[INN AT THE MOUNTAIN LEGACY SUITES](#) ~ Suites are located in the heart of the village core, next to the Crystal Conference Center, and between the Park at Water's Edge Outdoor Pool and Barr Park, just steps away from the ski slopes. Inn at the Mountain is home to a new coffee shop/wine bar and to a specialty market featuring fresh and prepared food. ~ Lodging Amenities • Sleeps up to 4 guests • King bed and one queen sofa sleeper • One private bathroom • Mini refrigerator and coffee maker • Electronic work station with voice and data ports • Private outdoor patio • Community ice machine, washer, and dryer available in building • Has an elevator, and access to the 4th floor Rooftop Terrace • *Barrier free accommodations upon request*

[INN AT THE MOUNTAIN SUITES](#) ~ Suites are located in the heart of the village core, next to the Crystal Conference Center, across from the Park at Water's Edge Outdoor Pool and close to the slopes. ~ Lodging Amenities • Sleeps up to 4 guests • Private bedroom with king bed • One queen Murphy bed in living area • Private bath with jetted tub for two • Efficiency kitchen • Electronic work station with voice and data ports • Private outdoor balcony • Community ice machine, washer, and dryer available in building • Two-story building with interior hallways • Has an elevator • *Barrier free accommodations upon request*

1-5 Bedroom Condo Options

INN AT THE MOUNTAIN ~ One bedroom condos are located in the heart of the village core, next to the Crystal Conference Center, and between the Park at Water's Edge Outdoor Pool and Barr Park, just steps away from the ski slopes. Inn at the Mountain is home to a new coffee shop/wine bar, and to a specialty market featuring fresh and prepared food. ~ Lodging Amenities • Sleeps up to 2 guests • Private bedroom with king Bed • Bunkette with television (designed for one child) • One private luxury bathroom with heated tile floor • Full kitchen with dining area, and living room with fireplace • Private outdoor balcony • Community ice machine, washer, and dryer available in building • Three-story building with interior hallways • Has an elevator, and access to the 4th floor Rooftop Terrace. • *Barrier free accommodations upon request*

PINEHURST ~ One, two, or three bedroom Condos nestled among the pines, and situated along the 9th fairway of our Betsie Valley golf course. Pinehurst boasts beautiful views, and offers a convenient location near Kinlochen and the Buck Quad chairlift, while remaining only a short distance from the village core. ~ Lodging Amenities • Sleeps 4-6 guests • Unit layout and bedding configuration varies • 1 or 2 baths • Full kitchen and dining area • Living room with fireplace • Two-story building with exterior doorways • No elevator

WINTERGREEN ~ One, two, or three bedroom condos are beautifully situated along our Betsie Valley golf course, and just steps away from the Park at Water's Edge Outdoor Pool, within walking distance to the Crystal Conference Center and the slopes. ~ Lodging Amenities • Sleeps 4-8 guests • Unit layout and bedding configuration varies • 1 or 2 baths • Full kitchen and dining area • Living room with fireplace • Private outdoor patio or deck • Washer and dryer in select units • Two-story building with exterior doorways • No elevator

KINLOCHEN ~ One, two, or three bedroom condos are located just steps from the slopes and the first tee of the Betsie Valley golf course. Kinlochen is home to the Thistle Pub & Grille and the Pro Shop/Nordic Center. ~ Lodging Amenities • Sleeps 6-10 guests • Unit layout and bedding configuration varies • 1 or 2 baths • Full kitchen with dining area • Living room with fireplace • May have a private outdoor deck • Community ice machine, washer, and dryer available in building • Three-story building with interior hallways • Has an elevator

MOUNTAINTOP ~ Two bedroom accommodations, with breathtaking panoramic views, and ski-in/ski-out convenience in select units, are perched on the top of Crystal Mountain, overlooking the beautiful Betsie River Valley and beyond. ~ Lodging Amenities • Sleeps 8-12 guests • Master bedroom with king bed • Unit layout and bedding configuration varies • Master bath with jetted tub for two • 1 1/2 guest baths • Full kitchen and dining area • Living room with fireplace • Washer and dryer • Walkout deck • Summer private outdoor pool • Three-story building with exterior doorways • No elevator

MOUNTAINSIDE ~ Located on the side of Crystal Mountain, our four and five bedroom condos are nestled on our Mountain Ridge or Betsie Valley golf courses. These accommodations are perfect for your family retreat. ~ Lodging Amenities • Sleeps 9-14 guests • Unit layout and bedding configuration varies • Master suite with king bed and jetted tub • 2 or 3 guest baths • Full kitchen and dining area • Living room with fireplace • Walkout deck • Gas grill available in the summer • May have a washer and dryer • Two or three-story building with exterior doorways • No elevator.

2-4 Bedroom Stand Alone Home Options

COTTAGES AT WATER'S EDGE ~ This unique neighborhood offers two and three bedroom cottages surrounded by gently flowing streams and waterscapes, just steps away from the slopes, Park at Water's Edge, and Crystal Conference Center. ~ Lodging Amenities • Sleeps 6-9 guests • Master bedroom with king bed • Unit layout and bedding configuration varies • 1 or 2 baths • Full kitchen and dining area • Living room with gas-log fireplace or gas woodstove • Screened porch and sun deck • Washer and dryer • 1 3/4 or 2 baths • One or two-story building with exterior doorways • No elevator

BUNGALOWS AT CRYSTAL GLEN ~ Three and four bedroom Bungalow residences are located at the base of the slopes, and just steps away from Crystal Spa, Peak Pool and Fitness Center, Kinlochen, and the Lodge. ~ Lodging Amenities • Sleeps 9-10 guests • Master bedroom with king bed • Unit layout and bedding configuration varies • 2 or 2 3/4 baths • Full kitchen and dining area • Living room with fireplace • Walkout deck • Washer and dryer • Two-story building with exterior doorways • No elevator

RESORT HOMES ~ Three and four bedroom private Resort Homes are furnished with all you need for the perfect retreat. Accommodations are located a short drive to the slopes, golf courses, and Park at Water's Edge outdoor pool. ~ Lodging Amenities • Sleeps 8-16 guests • Unit layout and bedding configuration varies • 2 or 3 baths • Full kitchen and dining area • Living room with fireplace • Accommodations may have a deck • One to three-story building with exterior doorways • No elevator • *Wireless internet is only available in select resort homes*



Attending a Conference

Crystal Mountain looks forward to having you as our guest. To help ensure your stay with us is comfortable, the following tips will help facilitate your arrival, stay, and departure.

Location and Directions

Crystal Mountain is located 28 miles southwest of Traverse City on M-115. From the Detroit area take I-75 north to US10 west to M-115 west. From Grand Rapids take US 131 north to Cadillac, exit M-115 west. 39 miles to Crystal. From Traverse City take US-31 south to Thompsonville Rd. (County Road 669) which is 10 miles west of Interlochen. Follow County Road 669 south to Thompsonville. Turn right at blinker light, 2 miles to Crystal. From Manistee take US-31 21 miles north to County Road 602, turn east, then 8 miles to M-115. Turn west to Crystal's entrance.

Check-in and Check-out Procedures

Check-in time is 5:00pm. Check-out time is 11:00am. If your conference is paying for your stay, you may either return your key to the Front Desk at the time of check-out, or leave your key in your room. If you are paying for all, or a portion of your stay, you may settle your account with the Front Desk at anytime during your stay. If you check-out of your room before your meeting concludes, arrangements may be made for storage of luggage. If your conference ends after 11:00am, plan to check-out before your meeting begins. Express check-out is available; inquire with the front desk, ext.5000

Messages & Faxes

Messages and faxes for conference attendees will be held at the Conference Services Desk in Crystal Center, Front Desk at the Inn and/or a message light will be left on their sleeping room. Emergency phone calls will be delivered to the attendee or group leader immediately. Voice mail is also available in all hotel rooms, suites and condominiums.

Phone numbers for guests to receive messages and/or faxes: Crystal
Center

Phone: 231-378-2000, ext. 6500

Fax: 231-378-4603

Inn at the Mountain

Phone: 231-378-2000, ext. 5000

Fax: 231-378-2998

Shipment of Conference Materials

Shipment of packages and conference materials prior to your conference should be addressed to:

HOLD FOR "Conference Attendee's Name"

"XYZ Conference", Crystal Mountain

12500 Crystal Mountain Drive Thompsonville, MI
49683

Conference packages may be claimed at the Conference Services Desk, ext. 6500.

Transportation Services

Airport transportation is available for flights arriving and departing from Thompsonville, Traverse City, Frankfort, and Manistee. 48 hours notice is required, any request within 48 hours will be dependent on availability. Fees apply.

Complimentary on-premise transportation is available between the hours of 8am and 10pm.

Call Guest Services at 1-888-968-7686, ext. 5000.

CRYSTAL MOUNTAIN RESORT 12500 CRYSTAL MOUNTAIN DRIVE THOMPSONVILLE, MI 49683