

June 2, 2015

**Re: Unauthorized hotel reservation services**

Dear Mayor:

Every year there are unauthorized firms soliciting housing and hotel reservations from attendees at the Annual League Conference. We assure you that the only firm authorized to handle our conference housing reservations is AC Central Reservations. This information is on the top of the official conference housing form sent to all municipal clerks and posted on our web site <http://nj-njslom.civicplus.com/518/Conference-Archive>

Using unauthorized reservation services creates real problems for you and the conference as a whole. You can not be assured your credit card information is secure and your room reservation may not actually be made. Using unauthorized services means your room will not be part of the official conference housing block so you won't get emergency housing information (which happened in both 2011 and 2012) nor will there be adequate shuttle bus services to your hotel.

As always, the League is available to answer your questions on any aspect of the annual conference and we strive to make your participation both enjoyable and highly productive.

Sincerely,

Michael J. Darcy, CAE  
Assistant Executive Director