



How You Can Help ADS Avoid Hotel Penalty During Boot Camp:

As we prepare for the upcoming ADS Boot Camp, we ask for your support in helping us meet our hotel room commitment. Reserving your room through the official ADS host hotel is one of the most important ways you can help ensure the success of this educational course.

When ADS contracts with a hotel to host Boot Camp, we commit to reserving a specific number of guest rooms for participants. In return, the hotel provides favorable room rates, classroom and meeting space, and other amenities that make the course possible. **If ADS does not meet its contracted room commitment**, the organization may **incur significant financial penalties known as hotel attrition fees**. These unexpected costs reduce the resources available for future educational programs and may increase the cost of offering Boot Camp in the future.

You can help us avoid hotel attrition penalties by following these simple guidelines:

1. **Reserve your room through the official ADS Boot Camp hotel** using the reservation link or booking instructions provided by ADS.
2. **Stay during the recommended Boot Camp dates** whenever possible so your room nights count toward our contracted room block.
3. **Avoid booking through third-party travel websites** if those reservations are not part of the official ADS room block.
4. **Please avoid canceling your reservation unless absolutely necessary**. If your plans change, notify the hotel as early as possible and contact ADS if you need assistance.
5. **Encourage your colleagues attending Boot Camp** to stay at the host hotel so their reservations also count toward our room block.

Choosing the official host hotel offers more than convenience. Staying on-site makes it easier to participate fully in the Boot Camp experience, network with fellow participants and instructors, and take advantage of all scheduled learning activities.

Every room night matters. By staying at the official ADS host hotel, you help ADS fulfill its contractual commitments, avoid unnecessary expenses, and preserve valuable resources that can be invested in future Boot Camps and other educational offerings.

Thank you for your cooperation and for supporting ADS. We look forward to seeing you at Boot Camp!

Sincerely,

A handwritten signature in black ink that reads 'Andrea Z. Haymore'.

Andrea Haymore
Executive Director