



NORMAN A. CANNADY, JR.

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MADISON ANNEX
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DIANE ODOM, CHIEF DEPUTY

June 13, 2016

Requesting check for Norman Cannady to attend MACA conference July 20-July 22, 2016. The check and tax exempt letter needs to be sent to the hotel a week in advance to avoid a charge to the credit card the room is being held on. Copy of the reservation is attached.

Please send payment to:

Natchez Grand Hotel and Suites

111 Broadway Street

Natchez, MS 39120

T: 601-446-9994

A handwritten signature in black ink that reads "Norman A. Cannady Jr.".

The Natchez Grand Hotel and Suites offers personalized services to give our guests an insider's view of historic Natchez. This includes assistance with Carriage Ride tours, Antebellum Home tours, in-room amenities for special occasions, restaurant reservations, and much more. We recommend that your visit includes dining at Monmouth Historic Inn's Restaurant 1818, the only true Antebellum Home dining experience in Natchez. Romantic, Golf, and other seasonal packages are available. For any special needs or requests, please feel free to contact us prior to your arrival. Advance Purchase Package Reservation must be booked at least 21 days in advance. Must be paid at the time of booking. NON-REFUNDABLE For most special requests, at least 72 hours notice is required. The 1st nights room and tax will be charged within 72 hours of arrival. If your credit card is declined prior to your arrival date, your reservation will be cancelled. Please call 601-446-9994, or click this link to customize your visit to Natchez:
<http://www.natchezgrandhotel.com/ptouch/>

Your hotel reservation is confirmed and your confirmation number is 11663188.

1) Hotel information

Name: Natchez Grand Hotel and Suites
Address: 111 S. Broadway St., Natchez, Mississippi, United States, 39120
Telephone: 601.446.9994
Fax: 601.446.9957
Toll Free: 866.488.0898
Email: reservations@natchez.com
Website: <http://www.natchezgrandhotel.com>

2) Guest information

Name: NORMAN CANNAEY
Address: PO BOX 567
Ridgeland MS 39158
Telephone: _____
Cell: 6017504035
Email: LESLIE.LACOUR@MADISON-CO.COM
Company name: MS Tax Collectors and Assessors Association

3) Room information

Confirmation #: 11663188
Room type: Luxury King Suite- River View
Rate: MS Tax Collectors and Assessors Association
Check-in: 04:00 PM Wednesday July 20, 2016
Check-out: 11:00 AM Friday July 22, 2016
Rooms: 1
Nights: 2
Adults: 1
Value Package: No-waived

- Cancellation policy:** Natchez Grand Hotel requires a 72 hour cancellation. Reservations that are not cancelled at least 3 days prior to arrival will be penalized 1 night's room and tax. The 1st night's room and tax will be charged within 72 hours of arrival. If your credit card is declined prior to your arrival date, your reservation will be cancelled. The hotel does enforce an early departure fee of one night room and tax. During Balloon Race 10/14-16: Reservations will be charged 30 days prior to arrival. All reservations can be canceled 30 days prior to arrival with full refund. Any reservations cancelled after 30 days prior to arrival will forfeit their full payment.
- Guarantee policy:** The Natchez Grand Hotel may authorize the full amount of your stay 72 hours prior to the arrival date. When booking your reservation, the Natchez Grand Hotel reserves the right to authorize your card to confirm validation only. The hotel also charges a Value Package Fee of \$9.95 per night, which includes Light American style breakfast, 24 hour access to our business center with wireless, high-speed Internet access, 24 hour fitness room access, unlimited local and long distance telephone calls, outdoor pool access, and usage of the in room safe with up to \$20,000 insurance. This is a mandatory fee by the hotel. AAA/AARP discounts are only valid with proper ID card upon check in to hotel. In order for pre-approved Government per diem rates to be valid, the government-employed guest must present a government I.D. and a credit card or check issued by the affiliated government agency/entity as the form of payment upon check-in.
- Parking policy:** Self parking is available on property at the hotel and is included as part of the VALUE ADDED PACKAGE.
- Guest agreement:** The guest has agreed to the cancellation and guarantee policies
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4) Rate information (USD)

Room cost:	338.00 (169.00 avg. per/night per/ Room)
Sub-total	338.00
Occ Tax	4.00
State	23.66
City	10.14
Total cost	375.80
Balance due	375.80

The Natchez Grand Hotel & Suites has a VALUE-ADDED PACKAGE of \$9.95 per room per night.

Your VALUE-ADDED PACKAGE includes a Jump start Breakfast, unlimited internet access, use of our Business Center, Fitness Center & Swimming Pool, unlimited use of our high-speed wireless internet throughout our hotel, and on-site self parking.