

**Kutztown University**  
**Approved List - Local Hotel Stays: FY 2017 - 2018**

	Name	Kutztown University - Contract Number	Location	Distance from KU	Phone	Fax	Email	Contact Person	Purchase Order	Pcard
1	Bear Creek Inn	4700003413	101 Doe Mountain Lane Macungie, PA 18062	12 miles	610-682-7100	610-641-7183	<a href="mailto:erin@bcmt.com">erin@bcmt.com</a>	Erin Visco-Chapman	YES	YES
2	Hawk Mountain Bed & Breakfast	4700003414	221 Stony Run Valley Road Kempton, PA 19529	9.5 miles	610-756-4224		<a href="mailto:hawk.mt.bb@verizon.net">hawk.mt.bb@verizon.net</a>	James Gaffney	YES	NO
3	Hilton Garden Inn - Allentown West	4700003415	230 Sycamore Road Breinigsville, PA 18031	10 miles	610-398-6686	610-398-6645	<a href="mailto:debora.panik@hilton.com">debora.panik@hilton.com</a>	Deborah Panik	NO	YES
5	Holiday Inn Conference Center	4700003416	7736 Adrienne Drive Breinigsville, PA 18031	10 miles	610-391-1000	610-391-1346	<a href="mailto:srutch@mihotels.com">srutch@mihotels.com</a>	Samantha Chitswara	YES	YES
6	Holiday Inn Express @ Reading Airport	4700003417	2389 Bernville Road Reading, PA 19605	14 miles	610-372-0700	610-288-0417	<a href="mailto:hirdqpa@gmail.com">hirdqpa@gmail.com</a>	Debra Webb, Cindy Holmes	YES	YES
7	Main Street Inn	4700003418	401 West Main Street Kutztown, PA 19530	0 miles	610-683-0401	610-683-0402	<a href="mailto:ourteam@kutztownmainstreetinn.com">ourteam@kutztownmainstreetinn.com</a>	Pam or Shena Corrado	YES	YES
8	Sleep Inn	4700003420	327 Star Road Allentown, PA 18106	10 miles	610-395-6603	610-395-6604	<a href="mailto:gavin@starhgroup.com">gavin@starhgroup.com</a>	Gavin Herber	YES	YES
9	Staybridge Suites	4700003419	327 Star Road Allentown, PA 18106	10 miles	610-841-5100	610-841-5101	<a href="mailto:gavin@starhgroup.com">gavin@starhgroup.com</a>	Gavin Herber	YES	YES

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Rates	Standard Amenities	Amenities at Additional Cost	Conference Room Services	Cancellation Policy
Standard - \$90 Suite - \$134	Wi-Fi, fitness center, basketball, tennis, pond activities/paddle boats, hiking trails, geocaching, disc golf, outdoor heated pool, indoor pool, hot tubs, parking	on sight spa	conference room rental services and rates vary depending on room selected and amenities requested	24 hours notice for hotel rooms
Standard - \$150 Suite - \$200 Suite includes fireplace & jacuzzi	full breakfast, complimentary beer on tap, swimming pool	none	common room, 20' x 15', no charge if all rooms needed are booked with them	10 days
20% off best available rate	refrigerator, microwave, access to restaurant, bar, pool, fitness center, complimentary Wi-Fi and hardwired internet, Showtime, Keurig coffee makers in rooms, dinner room service	full hot cooked to order breakfast \$10.95 per person.	Keystone - 1,400 sq ft, \$350/day, includes pens, pads, water station, AV Screen & cart	4:00pm day of arrival for KU (standard is 12:00am day prior to arrival)
Standard - \$99 Suite - \$199	business center, copying, courier service, refrigerator in room, dry cleaning/laundry service, shuttle, email & free internet, 24/7 fitness center, IHG rewards lounge, self-serve guest laundry, America Restaurant, Sam Adams Brewhouse, outdoor pool, free parking	upgraded executive level rooms - secure key card access, concierge lounge, continental breakfast, this is a \$20.10 more per room per night	5 executive boards rooms = 400 sq ft; 10,640 sq ft ballroom; rates based on food & beverage requirements. Rentals: screen = \$60, LCD Projector = \$225, Microphone = \$60, Flip Chart with Markers = \$125, Podium - NC, Easel = \$10, Staging - \$45/sections at 6'x 8'	6pm day of arrival for overnight rooms
Standard - \$109 Suite - \$119	Hot Deluxe Express Start Breakfast, high speed internet (wired & wireless), microwave and refrigerator in rooms, Managers Reception (Mon, Tues, Wed nights 5:30-7:00), 24 hr. coffee & tea station in lobby, hot baked cookies Mon-Thurs, vending machines on 1st & 3rd floors, coffee pots, hairdryers, ironing boards in rooms	none	small meeting room for 25-30 people, charges for room vary per night given, if no room nights the rate is \$195/day. Erase boards, pull down screen, projector, cords, power strips Wired and Wireless Internet. Also have food and beverage services, cost dependent on needs.	24 hour notice
Standard - \$125 to \$170/night	breakfast, complimentary parking, Wi-Fi, in-room refrigerator and coffee makers, ironing boards, hair dryers, private baths with claw foot tubs and separate showers, some rooms have balconies, and some rooms have fireplaces	NA	NA	Any cancellations made 48 hours or more in advance will not be billed to the University. If a cancellation is made less than 48 hours in advance, the first room night will be billed to the University unless we can rebook the entire reservation. Any individual or entity booking 50% or more rooms for a single night/range of nights is considered a group booking. Group bookings are non-refundable once booked unless we can rebook the rooms. If we are able to rebook all of the rooms, there will be no penalty incurred. However, if rooms remain unbooked, the individual or entity booking the rooms will be held responsible to pay the full balance of those rooms.
Standard - \$67 Suite - \$87	hot continental breakfast, fitness room, microwave & mini refrigerator in every room, indoor swimming pool; restaurant & sports bar within walking distance, 24 hr./day diner within walking distance, guest laundry	NA	NA	6pm day of arrival for overnight rooms
Studio - \$119.99 1-bedroom Suite - \$139.99 2-bedroom Suite - \$249.99	extensive hot continental breakfast, evening meals midweek w/ complimentary draft beer & wine, fitness room, full kitchenettes in each suite, includes glasses, dishes, silverware & small ware, indoor swimming pool, sports court; restaurant & sports bar within walking distance, 24 hr./day diner within walking distance, The Pantry - fully stocked convenience store	NA	NA	6pm day of arrival for overnight rooms