



**ALABAMA BETA 2026
HOTEL CHECK & CREDIT CARD
AUTHORIZATION
Birmingham, Alabama
February 16-20, 2026**

Check Payment and Credit Card Authorization DEADLINE: January 26, 2026.

Please see the check address and credit card authorization process for each individual hotel listed below.

All Checks must arrive at your confirmed hotel by **January 26, 2026** to allow time for the check to clear. Checks must include reservation confirmation numbers, attendee names, arrival/departure dates, and how to allocate the check. Please include the best contact name and phone number in case the hotel has questions. School Name must be in the Memo field of the check. Please make sure you have a copy of the check in your possession when checking-in.

<div> <div>↓</div> <div>PAYING FINAL PAYMENT BY CHECK</div> <div>↓</div> </div>			<div> <div>↓</div> <div>PAYING FINAL PAYMENT BY CREDIT CARD NOT IN YOUR POSSESSION</div> <div>↓</div> </div>		<div> <div>↓</div> <div>TAX EXEMPTION</div> </div>
HOTEL NAME	MAKE CHECK PAYABLE TO	SEND CHECK TO THIS ADDRESS	CREDIT CARD AUTHORIZATION PROCESS	CREDIT CARD AUTHORIZATION CONTACT	
Sheraton Birmingham Hotel	Sheraton Birmingham Hotel	Sheraton Birmingham Hotel Attn: Megan Brown 2101 Richard Arrington Blvd North Birmingham, AL 35203	Please email contact to obtain Sertifi Link. (Include your Acknowledgment # on your reservation.)	Megan Brown - 205-307-3031 ashley.m.brown@marriott.com	A copy of each school's Alabama Tax Exemption form will need to be provided. Please reach out to your hotel for additional information.
The Westin Birmingham	The Westin Birmingham	Payment will need to be mailed to the Sheraton Birmingham Hotel as Megan Brown manage accountancy at both properties.	Please email contact to obtain Sertifi Link. (Include your Acknowledgment # on your reservation.)	Megan Brown - 205-307-3031 ashley.m.brown@marriott.com	A copy of each school's Alabama Tax Exemption form will need to be provided. Please reach out to your hotel for additional information.