



**ARKANSAS BETA 2026
HOTEL CHECK & CREDIT CARD
AUTHORIZATION
Hot Spring, Arkansas
January 21-23, 2026**

Check Payment and Credit Card Authorization DEADLINE: 21 Days Prior to Arrival

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

All Checks must arrive at your confirmed hotel 21 days prior to arrival 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	
Arlington Resort Hotel & Spa	COMING SOON	COMING SOON	COMING SOON	COMING SOON	
Courtyard Hot Springs	Spa City Lodging, LLC	Attn: T.J. Sparks 200 Marriott Court Hot Springs, AR 71913	Please email Tonia to request credit card authorization form.	Tonia Westbrook tonia.westbrook@hotelequities.com 501-651-4380	Contact hotel directly for questions about tax exemption
Embassy Suites by Hilton Hot Springs Hotel & Spa	Embassy Suites - Hot Springs	Embassy Suites- Hot Springs Attn: Accounting - Beth Bass 400 Convention Blvd Hot Springs, AR 71901	Email Renee to request Sertifi link to fill out credit card preauthorization.	Renee Redick renee.redick@atriumhospitality.com	Must submit certificate of State and Local taxes from Arkansas Department of Finance.
Holiday Inn Express & Suites Hot Springs	Holiday Inn Express & Suites Hot Springs	Holiday Inn Express & Suites Hot Spring Attn: Sales 206 Mehta Ct Hot Springs, AR 71913	Email sales team to request credit card authorization form.	Sales Team doshihs@hplmar.com 501-463-5600	Tax exemption documentation is due one week prior to arrival.
Microtel Inn & Suites by Wyndham Hot Springs	Microtel Hot Springs	Microtel Hot Springs Attn: Ed Abel 410 Higdon Ferry Road Hot Springs, AR 71913	Email hotel team to request credit card authorization form.	Sales Team microtelhs@gmail.com 501-363-6144	Submit copies of federal and/or state tax exempt certificate to hotel.
The Hotel Hot Springs	COMING SOON	COMING SOON	COMING SOON	COMING SOON	COMING SOON
TownePlace Suites Hot Springs	TownePlace Suites	TownePlace Suites Hot Springs Attn: Paul Patel 120 Desai Patel Ct. Hot Springs, AR 71913	Please email Paul to request credit card authorization form.	Paul Patel towneplacesuiteshsar@gmail.com 501-525-7800	Submit copies of federal and/or state tax exempt certificate to hotel.