



**LOUISIANA SENIOR BETA 2026  
HOTEL CHECK & CREDIT CARD AUTHORIZATION**

**Baton Rouge, Louisiana  
February 11-13, 2026**

**Check Payment and Credit Card Authorization DEADLINE: 21 Days Prior to Arrival (unless otherwise noted below)**

**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 (unless otherwise noted below). 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.**

HOTEL NAME	PAYING FINAL PAYMENT BY CHECK		PAYING FINAL PAYMENT BY CREDIT CARD NOT IN YOUR POSSESSION		TAX EXEMPTION
	MAKE CHECK PAYABLE TO	SEND CHECK TO THIS ADDRESS	CREDIT CARD AUTHORIZATION PROCESS	CREDIT CARD AUTHORIZATION CONTACT	TAX EXEMPTION
Comfort Suites Baton Rouge	Comfort Suites Baton Rouge	Comfort Suites Baton Rouge Attn: Trudi Veals, General Manager 5600 Bluebonnet Blvd. Baton Rouge, LA 70809	Request a Credit Card Authorization form from the hotel contact.	Jen Huber 240-285-6318 jen.huber@ghmgroup.com	Contact the hotel for more information.
Crowne Plaza Hotel Executive Center Baton Rouge	Comfort Suites Baton Rouge	Comfort Suites Baton Rouge Attn: Leslie Alleman 4728 Constitution Ave Baton Rouge, LA 70808	Online CC authorization form. Request by email.	Leslie Alleman 225-930-0106 lalleman@executivecenterbr.com	R1376 form with school information to match the payment method.
Embassy Suites by Hilton Baton Rouge	Embassy Suites	Embassy Suites Attn: Bonnie Campagna 4914 Constitution Avenue Baton Rouge, LA 70808	Call or email hotel contact for preauthorization form.	Bonnie Campagna 225-228-7166 bonnie.campagna@hilton.com	Schools can submit one tax form to cover all students from the same school. Please include the confirmation numbers for the student that include on the tax form.
Hampton Inn & Suites Baton Rouge, I-10 East	Hampton Inn & Suites	Hampton Inn & Suites Attn: Brittany Boudreaux 11271 Reiger Road Baton Rouge, LA 70809	A credit card authorization needs to be filled out.	Brittany Boudreaux 225-751-4600 brittany.boudreaux@hilton.com	Will need a completed tax exemption form with form of payment. Contact Brittany Boudreaux for more info.
Hampton Inn Baton Rouge I-10 & College Dr.	Hampton Inn Baton Rouge I-10 & College Drive	Hampton Inn Baton Rouge I-10 & College Drive Attn: Kaylin Camper 4646 Constitution Avenue Baton Rouge, LA 70808	Please reach out to Kaylin to receive credit card authorization form and instructions.	Kaylin Camper 225-926-9990 gmbrtr@gaphotels.net	Must provide State of Louisiana tax exemption form.
Hilton Baton Rouge Capital Center	Hilton Baton Rouge Capital Center	Hilton Baton Rouge Capital Center Attn: Monet Courville 201 Lafayette Street Baton Rouge, LA 70801	CC authorization needs to be sent through Sertifi. Contact Monet Courville for more information. <b>DEADLINE: Four (4) weeks prior to arrival</b>	Monet Courville 225-906-5756 monet.courville@hiltonbr.com	LA Tax exempt form, needs to be sent with advanced payment method.
Hilton Garden Inn Baton Rouge Airport	COMING SOON	COMING SOON	COMING SOON	COMING SOON	INFO COMING SOON
Home2 Suites by Hilton Baton Rouge Cityplace	COMING SOON	COMING SOON	COMING SOON	COMING SOON	INFO COMING SOON
Homewood Suites by Hilton Baton Rouge	COMING SOON	COMING SOON	COMING SOON	COMING SOON	INFO COMING SOON
Hotel Indigo Baton Rouge Downtown	Hotel Indigo Baton Rouge Downtown	Hotel Indigo Baton Rouge Downtown Attn: Madelyn Neilsen 200 Convention Street Baton Rouge, LA 70801	Email sales@indigobatonrouge.com to request a credit card authorization form.	Madelyn Neilsen 225-456-2436 sales@indigobatonrouge.com	Provide one (1) completed tax exempt form per school via email to sales@indigobatonrouge.com by 02/04/2026
Origin Hotel Downtown Baton Rouge	Origin Hotel Downtown Baton Rouge	Origin Hotel Downtown Baton Rouge Attn: Courtney Wesley 101 St. Ferdinand Street Baton Rouge, LA 70802	Contact hotel for more information.	Candace Triggs 225-224-0022 ctriggs@originhotelbatonrouge.com	Tax exemptions forms must be submitted prior to arrival. Contact the hotel for more information.
Residence Inn Baton Rouge Towne Center at Cedar Lodge	Residence Inn Baton Rouge Towne Center at Cedar Lodge	Residence Inn Attn: Jeannette Knight 7061 Commerce Circle Baton Rouge, LA 70809	Via Sertifi link that can be emailed to the guest.	Stacy Parker 225-925-9100 stacy.parker@marriott.com	The completed tax exemption form must be submitted prior to arrival. Contact the hotel for more information.
Sonesta ES Suites Baton Rouge University at Southgate	Sonesta ES Baton Rouge Suite <b>DEADLINE: Thirty (30) days prior to arrival</b>	Sonesta ES Baton Rouge Suite Attn: Deborah Sanders 4001 Nicholson Drive Baton Rouge, LA 70808	Send Deborah Sanders an email asking for more information about the process. <b>DEADLINE: Thirty (30) days prior to arrival</b>	Deborah Sanders 225-361-0009 x 7001 dsanders4861@gmail.com Deborah.Sanders@sonesta.com	Tax exempt form signed and submitted from schools. Contact Deborah Sanders for more information.
SpringHill Suites Baton Rouge North Airport	SpringHill Suites Baton Rouge North Airport	SpringHill Suites Baton Rouge North Airport Charles Johnson 7980 Howell Blvd. Baton Rouge, LA 70807	Sertifi Link. Emailed Raquel Dent for more information.	Raquel Dent 214-478-0003 raquel.dent@ochospitality.com	Please provide state tax exempt certificate and all corresponding documents