

## **Grand Rapids Hotel Information**

### **Prince Conference Center/Calvin University**

3201 Burton SE, Grand Rapids, Michigan 49546-4388  
(616) 526-6000 | 1-800-688-0122 | [info@calvin.edu](mailto:info@calvin.edu)

### **Rate of \$140.00 per night**

**Click on the link <https://calvin.edu/offices-services/prince-conference-center/>**

#### **HOTEL ROOM POLICIES:**

Group rooms rates are non-commissionable. Check-in time is 3:00pm. Check-out time is 12 noon. All hotel rooms are non-smoking. There are designated smoking areas outside of the facility. A \$200 fee is assessed if a guest smokes in the hotel room.

#### **HOTEL ROOM RESERVATIONS:**

The method of reservation is arranged as:

Individual Call - Guests may make reservations until the cutoff date, listed above. After the cutoff date, any unused rooms in the block are released and available to the general public on a first come, first serve basis. Guest may still reserve rooms under the block based on availability.

#### **HOTEL ROOM PAYMENT RESPONSIBILITY:**

Individual guests are responsible for hotel room and incidental charges.

#### **HOTEL ROOM TAXES:**

Guest room rates are subject to 6% Michigan state sales tax, when applicable. A 9% Grand Rapids/Kent County occupancy tax is applied to all guests. Any group wishing to claim tax exempt status must provide a Federal or Michigan tax exempt form before the group checks in.

#### **HOTEL ROOM LIABILITY:**

Damage done to the property as a result of a group function will be at the event signee's expense. The Prince Conference Center cannot assume responsibility for the damage to, or loss

of, any articles left prior to, during or following a hotel stay.

#### **HOTEL AMENITIES:**

Complimentary continental breakfast is included for overnight guests from 6:30am -10:00am, Monday through Friday, and 7:00am -10:30am on Saturday and Sunday. It is available near the main lobby area of the second floor. Our fitness facility is located on the first floor of the hotel.