

## Instructions on Reserving Your Hotel Room at the UCLA Luskin Conference Center

- You can reserve your room via the weblink below or calling directly.
- Please note that the call-in option must be used if you are trying to book a room outside of the meeting dates.
- Rooms are on a first come, first served basis. Please note a limited number of rooms are available at this rate.

1. Click "Reserve Now"



Welcome to the 2017 Annual Spring Meeting

UCLA Luskin Conference Center  
425 Westwood Plaza  
Los Angeles, CA 90095

**RESERVE NOW** 

ASCP Discounted Rate: \$249++ (single/double)

2. Select “I have a Conference Code” and then scroll down to the bottom of the page.

The screenshot shows the UCLA Luskin Conference Center website. The header includes the UCLA logo and navigation links: About, Accommodations, Meetings, Dining, Photos, Contact Us, and Book A Room. The main content area contains text about the center's purpose and an affiliation policy. On the right side, there are three radio button options: "I have a Conference Code", "I have an IPAM Code", and "I have a Promo Code". Below these is a section titled "Individual Reservation (reason for visiting UCLA):" with a list of radio button options: "Meeting or Conference", "Campus Visit", "Medical", "Alumni", "U.S. Government", "California State Government", "Business", "Event", "UC Affiliate", and "My affiliation is not listed". At the bottom right, there is a dark blue button labeled "SUBMIT AND CHECK AVAILABILITY" with a right-pointing arrow.

3. Select “Submit and Check Availability”

4. Enter your arrival date, departure date, and conference code. The conference code is **ASCP0324**.

1. SEARCH ROOMS      2. BOOK YOUR ROOM      3. ENTER GUEST DETAILS      4. CO

Select your check-in and check-out dates, number of rooms, and number of people to check for room availability at the Conference Center.

### Quick Search

Arrival Date: Mar 23 2017

Departure Date: Mar 27 2017

Number of Rooms: 1

Adults (18+): 1

Children: 0

Promotional Code:

Conference Code:

Corporate No.:

**CHECK AVAILABILITY**

5. You may select room type on next screen after submitting "Check Availability"

6. A valid credit card is required to make reservations