InterContinental Saint Paul Riverfront Booking Link Instructions:

1. Click on the Group Booking Link. This will take you to the InterContinental Saint Paul Riverfront website.

2. Click "**Book Now**".

3. Enter the conference or meeting dates that you will be staying at the hotel. Please note that the dates must be entered in the following format: day/month/year. For example: September 1, 2016 = 1/9/16. Please note that the calendar view is displayed as a Monday – Sunday calendar.

- Please note that the dates of stay must exactly match the conference dates in order for the Group Rate to appear. If you enter dates that are outside of the conference dates, an average rate will appear for those dates of stay, not the Group Rate.

- Should you wish to extend your stay beyond the conference dates, you can call the hotel directly at **651-292-1900** and ask to speak with our In-House Reservations Department, who will be able to assist you with extending your reservation.

4. Click "**Search**".

5. The Group Name and Group Rate will appear, along with the available guest room types.

6. Select your guest room type by clicking "**Book This Room**".

7. Enter your Contact Information and Payment Information.

8. Click the check box to indicate that you accept the Terms and Conditions.

9. Click "**Confirm Reservation**".

10. Your Confirmation Number will be displayed on the next screen and it will also be emailed to you if you have provided an email address.

InterContinental Saint Paul Riverfront Phone Numbers for Calling to Make Guest Room Reservations:

Guests can call the hotel to make reservations. Here are the phone numbers to use:

- Direct hotel line: dial **651-292-1900**, and ask for In-House Reservations. Our In-House Reservations Team is available during normal business hours 8:00 am – 5:00 pm.

- InterContinental Central Reservations: **866-686-2867** When calling the hotel to make reservations, please reference the group code to ensure you are receiving the correct rate in the correct block:

Group Block Name: Blacks in Technology

- Group Block Code: **BT2**
- Group rate: $159.00 per night

Thank you for choosing the InterContinental Saint Paul Riverfront! We look forward to your arrival!