Hilton Richardson Dallas Room Reservation Instructions for the 130th Convention

Booking Link Instructions:

- 1. Click -> Texas Society SAR
- 2. Click -> BOOK A ROOM button
- Click -> "Edit Stay" > Click date, a calendar will appear, Select stay dates > Click DONE > Click UPDATE
- 4. Select Room type by clicking -> QUICK BOOK button
- 5. Review Total for Stay > Scroll down to input Payment and Guest Details
- 6. Click -> BOOK RESERVATION button

For On-site Hotel Booking Assistance:

Marcia Bradley (Mon – Fri, 7:30am-4pm CST) Direct: 214.245.4920 Email: <u>Marcia.bradley@hilton.com</u>