



December 10, 2008

Attn: Linda Michaluk  
Association of Professional Biologists of BC (APBBC)

***RE: Client ID Confirmation Number for Choice Hotel Reservations***

Dear Linda:

I am pleased to confirm APBBC's specific Client Identification Number, designed to provide your members with a fast, easy and accurate rate reservation service worldwide for their association business and leisure travel. **APBBC's I.D.: 00064440.**

**How to access your SSO/SOS rates worldwide**

There are two ways to make reservations using this I.D. #.

1. Call our toll-free number 1-800-424-6423 and quote the I.D. # **00064440**  
or
2. Visit our website at [www.choicehotels.ca](http://www.choicehotels.ca) and:
  - In the Quick Search section on the left side, click on Enter Your Special Rate ID
  - Enter your Client Rate I.D. # **00064440** in the box and click "GO". APBBC's welcome page will appear.
  - To find a hotel, enter the city name in the Location box along with a check-in and check-out date and click "GO". The SSO rate code will automatically appear in the rate box.
  - A list of hotels will appear with rates on a 14 - day calendar. The requested check-in date is highlighted. By clicking on the SSO rate of the arrival date, a new screen will open, allowing viewer-ship for different room types & rates. The standard rate indicates the % of discount only to ensure members are receiving the agreed upon discount level.
  - Proceed to make reservations
  - Clicking on the Hotel name will also give an overview of the hotel, hotel services and area info.

To ensure members are receiving the correct rate it is important to make advance reservations.

I look forward to the partnership between APBBC and Choice Hotels Canada. Please call me toll-free at 1-888-934-9599 should you have any questions.

Sincerely,

Karyn Smith  
Regional Sales Manager –Western Canada