



119 Eden Street | Bar Harbor | ME
www.AOBarHarbor.com | 800.336.2463

Greetings Superintendents!

Hotel Name: Atlantic Oceanside Hotel & Event Center

Group ID #: 123311

Reservation Deadline: May 27, 2022

Group Name: State of Maine Department of Education

Arrival Date: June 26 or 27, 2022

Departure Date: June 28, 2022

Guest Rooms and Rates:

Well-appointed room with either one king bed or two queen beds, and a balcony/patio with beautiful views of Frenchman Bay. **\$323+ 9% Maine Tax.**

Are you exempt from Maine Tax?

If you are eligible for ME tax exemption, please email a copy of your reservation confirmation and exemption certificate, citing your room reservation number, in advance of arrival to Jenn.Tomlinson@AOBarHarbor.com.

- *If your certificate is not on file, your room rate will not be eligible for tax exemption. Rooms are only tax-exempt during the conference. Those individuals staying longer will incur ME tax on additional nights.*

Section 3B details payment options – either a check or credit card is the exempt organization's name. (Personal checks and cash must be accompanied by a purchase order.)

<https://www.maine.gov/revenue/sites/maine.gov.revenue/files/inline-files/Bull3620160404.pdf>

A block of guest rooms has been set aside for The Superintendent's Conference for the dates noted above. The rate is based on single or double occupancy. Each additional adult (13+ years of age) may be charged \$15.

The block of rooms will be held until May 27, 2022. Requests for reservations after that date will be based on hotel availability and will be charged the regular room rate.

Please call the reservation office at **800-336-2463** to reserve a room and identify yourself as part of the State of Maine Department of Education Superintendent's Conference in late June.

Reservations may also be made online: www.aobarharbor.com

- Click the **BOOK NOW** button, click on **Add Code**.
- On the drop-down menu click on **Discount Code**, then select **Group Attendee**.
- **Enter Group ID #123311** and then click **ADD**.
- Details of your group block will appear. Click on **SELECT & GO TO THE NEXT STEP**. The guest room selection will appear after you enter your arrival and departure dates.

Please call the hotel directly if you have any questions, 207.288.5801.

Kind Regards,

AO Reservations Team