

C O L U M B I A  
T H E O L O G I C A L  
S E M I N A R Y    Housing Request  
D.Ed.Min Program

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ city state ZIP

Daytime telephone \_\_\_\_\_

E-mail \_\_\_\_\_ please include area code

Arrival date \_\_\_\_\_ Departure date \_\_\_\_\_

Class attending \_\_\_\_\_

\_\_\_ \$29 per night – double occupancy

\_\_\_ \$45 per night – single occupancy

**Cancellation Policy**

If you must cancel your reservation, please notify the Business Office at least **48 hours before** your scheduled arrival to avoid a one-night penalty charge.  
**ChavezM@CTSnet.edu, or 404.687.4510**

All rooms have phones. In the Harrington Center, there is a small computer lab with Windows workstations and printers. Internet access is available in the Harrington Center and in the main computer lab located in the John Bulow Campbell Library. Linens are provided in all guest rooms.

Method of Payment    cash            check (payable to Columbia Theological Seminary *for room reservation*)  
Discover    MasterCard    Visa

\_\_\_\_\_

credit card number

expiration date

\_\_\_\_\_

name that appears on credit card

**Return this form by mail to**

Miguel Chavez

Business Office

Columbia Theological Seminary

P.O. Box 520

Decatur, GA 30031

**If you have questions about accommodations, please contact Miguel Chavez at ChavezM@CTSnet.edu or at 404.687.4510**