



Doubletree by Hilton Grand Hotel Biscayne Bay  
1717 N Bay Shore Drive, Miami, FL 33132 T: (305) 372-0313 F: (305) 533-7146 Website:  
[www.biscaynebay.doubletree.com](http://www.biscaynebay.doubletree.com)

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**HEPC-HIV-PREP-SUD Clinical Training USET, INC.**  
**Monday, September 11<sup>th</sup>-15<sup>th</sup>, 2023**

GROUP RESERVATIONS PROCEDURES \* Please note the official dates of the room block are **Monday, September 11<sup>th</sup>-15<sup>th</sup>, 2023** \*If you would like to arrive earlier or stay later than the official dates, please email or call the hotel sales dept directly. Please note the hotel sales dept hours are 8:30 am – 5:30 pm, Mon – Fri and the office is closed on the weekends.

**\*The last official date that guests can make reservations is Friday, August 18, 2023; after this date rooms will be offered based upon availability.**

There are 4 easy ways to book your reservations:

### **1. (800) Number**

Call (800) 853-0270. Inform the Reservations Specialist that you would like to reserve a room for **HEPC-HIV-PREP-SUD Clinical Training USET, INC.** or give them your **Group Code (TMU)** and the arrival and departure dates.

**If guests would like to book a room for pre and postdates please contact:** Ana Zepeda directly if guest are unable to book it using the link at [ana.zepeda2@hilton.com](mailto:ana.zepeda2@hilton.com) or call her at (305) 523-3310.

\*Please note sales and in house reservations office hours are 8:30 am to 5:30 pm and the office is closed on the weekends.

### **2. E-Mail**

To make your reservation by E-mail: We require check in & check out dates, guest first & last name, phone number, email address and valid credit card to guarantee the reservation.

Ana Zepeda directly at [ana.zepeda2@hilton.com](mailto:ana.zepeda2@hilton.com) or call her at (305) 523-3310

### **3. Web Site**

Visit <http://www.biscaynebay.doubletree.com>; Enter date of arrival and departure; City: Miami click “Find It” Find our property and click “View Rates” Fill out room type preference and fill in Group/ Convention **Code: (TMU)** & click Continue to finish reservation procedures.... Your group rate will be associated with the reservation.

### **4. Local Number**

Call the hotel at (305) 372-0313, ask for the Sales Dept. or In- House Reservation’s Department and inform the Reservations Specialist that you would like to reserve a room under the **HEPC-HIV-PREP-SUD Clinical Training USET, INC.** or give them your **Group Code (TMU)**.

Should you need more information on the hotel or the local areas please visit our website at [www.biscaynebay.doubletree.com](http://www.biscaynebay.doubletree.com) or call our Concierge at (305) 372-0313 ext 6127.

We look forward to your arrival!