



## Reservation Instructions for the Courtyard Marriott

Los Angeles / Sherman Oaks · 15433 Ventura Boulevard · Sherman Oaks CA 91403

<http://www.marriott.com/laxsf>

*To book your room online, simply follow the steps below:*

1. Follow this reservation link: [Courtyard Los Angeles Sherman Oaks >>](#)
2. Enter your appropriate dates and click “Find.”
3. Select your room type and room preferences; then, click “Continue.”
4. Enter your personal information and then note “Travel Reunion” in the “Comments” section of your reservation.
5. Continue through the next few screens, review your reservation, and confirm!
6. Once you’ve received a confirmation number, you’ll know that your reservation is complete.

*To book your room over the phone, simply call and follow the instructions:*

1. Call 1-800-627-7468.
2. Say that you would like to book a room at the Courtyard by Marriott in Sherman Oaks.
3. Mention that you are booking under the Celebration rate.
4. After giving them your travel dates and personal information, mention that you are coming in for the “Travel Reunion.” and ask them to note the reservation.

Hotel amenities include: a 24-hour Gym, a 24-hour Business Center, an Outdoor Pool and a Full Restaurant and Bar.

Should you need transportation to and/or from the airport, please call HLS Limousine Service at 818-653-9092. Should you have any questions, please call the Courtyard by Marriott Sales and Catering Office at 818.263.8640.

Discount and rooms are subject to availability.