

Stairways

News & Events of the Stairbuilding Craft & Industry



May/June 2010

Volume 10, Issue 3

22nd SMA Annual Conference Highlights from St. Louis



From Left: Edwin Woods – Precision Woods, Treasurer, class of 2013; Paul Wishnoff – United Rockland Stairs, class of 2011; Brad Rippel – Stairz and Railz, class of 2011; Terry Driscoll – Custom Iron, class of 2013; Dan O'Brien – United Building Systems (UBS), Secretary, class of 2012; Dennis Chamberlain – Stair South, Vice President, class of 2012; Keith Fleming – Brandywine Balustrades, President, class of 2012

SMA Directors and Officers Installed



Paul Wishnoff, VP 2009-10
presided at Installation
Ceremony

The annual conference marked another turning point in the leadership of the organization with the formal installation of the new directors and officers at the Awards Banquet. Newly elected by SMA members in April, Edwin Woods and Terry Driscoll began their three year terms as directors. The new board, in its first meeting had elected the corporate officers for the ensuing year; Keith Fleming – President, Dennis Chamberlain – Vice President, Dan O'Brien – Secretary and Edwin Woods – Treasurer. All were installed by Paul Wishnoff – acting President who presided over the conference and business meeting. Paul welcomed the new leaders and thanked Jim Trice of Crown Heritage, past president and Scott Edwards of Carolina Stair Supply, past Secretary for their years of service to the organization.



Jim Trice addresses the SMA Conference from North Carolina

Jim Trice of Crown Heritage retired as our President for 3 years and a board member for more terms than remembered. Unable to attend, he marked his departure with a brief video appearance. Jim expressed his desire to see the SMA evolve and grow and his resolve to continue supporting the SMA as an active member. He relayed his appreciation for the opportunity to serve, and how he had benefited. He encouraged others to realize the same experience through active participation. After thanking those who also served during his terms he struck a cord on his guitar and sang a familiar Johnny Cash tune

from the stage of the Merle Festival in North Carolina. Not far from the site of our next annual conference in Charlotte, he welcomed us all to join him and attend in 2011. □



Scott Edwards SMA Secretary 2009-10

SMA 2010 StairCraft Awards



Keith Fleming pledges his dedication as SMA President

awarded to Colonial Woodworking.

The excitement of the presentations continued as the next award winning project flashed on the screen and Eureka Forge of Pacific MO was announced as the winner of the Best Balustrade Award and Michael Kinnikin proudly accepted. The Best Spiral Stair was awarded to Seattle Stair and Design of Seattle, WA and was accepted by Shawn Christman. The final award for Best Stair Part was presented to Eureka Forge and accepted by Todd Kinnikin. □

Following the installation President Keith Fleming presented the 2011 StairCraft Awards. These coveted awards are bestowed by ballot of the members who judge the anonymous entries of their peers. Needless to say the anticipation and excitement leading to this event was heightened as Keith announced the Award and opened the envelopes. The results were known only to the executive director and Amy Beasley of Stair South who designed and coordinated the manufacture of the unique award plaques each with an engraved photo of the winning project. The Best Curved Stairway was awarded to Colonial Woodworking of Bradford, NH- accepted by Paul Saxby. The Best Straight Stair was also



Paul Saxby, Colonial Woodworking of Bradford, NH takes home both the best Curved Stairway and Straight Stairway SMA StairCraft Awards for 2011



Unique to this year's competition were the significant accomplishments of two companies, each receiving two awards.

Congratulations to all the 2010 SMA StairCraft Award winners. The projects of the award winners follow and have been posted for public viewing at www.sma.rountablelive.org.

Information related to the 2011 StairCraft Award entry deadlines has also been posted. □



Shawn Christman accepts the Best Spiral Stairway StairCraft Award for 2011 on behalf of Seattle Stair Design of Seattle, WA.



Michael Kinnikin (top) and Todd Kinnikin (lower) accept the Best Balustrade and Best Stair Part StairCraft Awards for 2011 on behalf of Eureka Forge of Pacific, MO.

First SMA Auction Well Received

Among the valuable booty put on the auction block were books, bottles, baskets of goodies, a belt?, not to mention a bread maker, golf balls, a router, an airplane ride and much more. Auctioneer Chas Wiebe had conceived the idea could raise money for needed SMA program. With the help of Shawn Christman they were able to command and cajole more than \$1500.00 from the bidders with driven and convincing spirit. All enjoyed and agreed that we should repeat the effort. The proceeds will go to fund the SMA Stairway Safety Education Program. □

A large advertisement for 'Staircase-Software Programs'. It features a 3D architectural rendering of a modern staircase with wooden steps and a white balustrade. The background is blue with light rays. Text includes 'New Dimension', 'Staircase-Software Programs', 'Compass Software GmbH', 'Tel: +49 (0) 231 981290 0', 'Stockhausen@compass-software.de', and a logo with 'C' and 'S' in a square.

2010 SMA StairCraft Award Winning Projects



Best Curved Stairway awarded to Colonial Woodworking of Bradford, NH



Best Straight Stairway awarded to Colonial Woodworking of Bradford, NH

2010 SMA StairCraft Award Winning Projects



Best Balustrade awarded to Eureka Forge of Pacific, MO

Conference Exhibitors

SMA Member exhibitors were on hand at the annual conference. As has been our custom any member may display approved products that are not stair parts. SMA exhibitors have been a key element of interest and education at our conferences that attendees have considered as

adding value to the conference experience. Many thanks for their support of the SMA.

Protective Coating Co.
Douglas Berg

Ascendings
Steven Ronshiem

US Concepts Inc.
Les Niedbala

Conference Survey Results

The results of the Annual Conference Survey have been posted on the website. A quick review gives the St. Louis event good overall scores. 18 of the survey respondents attended while 22 did not.

Price and Seminars lead the reasons to attend with Location and Profile of other attendees, close behind.

Of the 18 attendee respondents, networking, lead the reasons to attend, with support of the organization, second and education, third.

Of the same 18 attendees 77.8% were very satisfied, 16.7% were somewhat satisfied, and 5.6% were somewhat dissatisfied.

The Code Update, Economic Survey, and Committee Roundtables were rated highest of the program events offered. Of equal interest, each was rated at 3.8 out of 5. □

Lewis Fitts Honored for Distinguished Service

I remember the first time I met Lewis Fitts was when the company I worked for was invited to his plant. The trip was a first for me in many ways. Having recently sold my company to the family who now employed me I was asked to accompany the owner to contribute on the basis of what I thought was “my experience”. A little cocky would be an understatement, ego filled stairbuilder, would be a lot closer.

I survived the experience in large part because of Lewis Fitts. He listened closely as I rattled-on and patiently found considerate and respectful ways that kept me in check. Not only did he save me from embarrassment but somehow he managed to elevate me. I still had my job and my boss was asking me what I thought on the trip home. Within days I received a hand written note from Lewis thanking ...me? This is but one of tens of stories that filled the conference.

Needless to say Lewis Fitts kick started my career in a new direction just as he kick started the SMA.

It was Lewis Fitts who several years after its founding took the initiative to make the SMA more inclusive. He traveled the US at his own expense organizing strategic regional meetings across the nation; engaging, uniting, and educating the industry to the critical issues of the time. If not for Lewis Fitts there would be no SMA.

With the same honor and respect he had extended a bigheaded yankee stairbuilder, this southern gentleman welcomed hundreds to participate and then nurtured the willing. But this was only the beginning.

The regulatory issues of the day were strangling our industry and pushing it to extinction. Our collective experience was discounted in the Building Code Hearings. The expenses of research and testing required to prevail had become overwhelming. Amid a membership of some 40-50 members only Lewis took action and personally guaranteed a sizeable loan.

The SMA has since repaid the note and grown substantially over the years due in large part to the continued leadership of Lewis Fitts in many capacities; President, Secretary, Treasurer, Chair of Code & Research, even Wine Steward ;-). Lewis did his share of the work with passion.

Remarkably though it was his resolve and unselfish commitment to encourage others to get involved that will be his legacy.

During the annual business meeting, with the same respect and humility that Lewis has provided as a leader in the association he accepted the SMA’s “Chas Wiebe Award for Distinguished Service”. Surprised he expressed his deep gratitude for the honor, his thanks and recognition of those who also serve and encouraged all to participate and grow the association to meet the needs of the industry. □



Lewis Fitts at the helm

SMA Annual Golf Tournament a Great Success

The 2010 SMA golf tournament was truly a great success. The course, Gateway National, was a real gem located just 10 minutes from our hotel. That's 10 minutes if your entire convoy of vehicles doesn't get lost in the back alleys of St. Louis on their way to the golf course! No matter...we all made it in plenty of time and we had one more thing to laugh about...as if we needed another.

I am certain that this year we had the greatest percentage participation to date for the golf event. A couple of people had been to other meetings, but had never joined in the golf until this year. The two that I am thinking of were kicking themselves after finding out how much fun it was. Each of them were previously under the impression that it may not be appropriate for them to play because they were beginners. We sure proved them wrong. Everybody is more than welcome at this event that all enjoy.

This year we added a little twist that allowed each team to steal scores for holes from other teams. I dreamed this up a couple of days before the event and we tried it as an experiment. I think that it added another fun dimension to the game and I am already working on refining the rules to make next year's event even more fun.



This year's winning team (above from left) was comprised of Keith Fleming, Sam Saxton and Bill Thomas. They came in with an impressive gross score of 65 to beat the second place team by just one point.

The apparent sandbagger in the field, Scott (two-cheeks) Edwards, (right) won the closest to the pin with an unbelievable approach shot on an extremely tough par 3.



The longest drive went to Rob Robinson. Rob reportedly had to go to the clinic after the event for removal of



From left: Scott Hamlin, Shawn Christman, Sarah Hamlin, Dan O'Brien – Tournament Director

the four inches of shorts he sucked up just prior to swinging at the ball.



Our beloved Mr. Jim Mattox (left) knocked down the longest regular putt. Jim won a new leather bound liquor flask for his accomplishment. Apparently this was the perfect prize for Jim as he somehow managed to wear out three flasks over the past two years. I didn't know you could actually wear one of these things out!

The highly sought after "Longest Drive with a Newel Post" title was securely in the hands of Keith Fleming until Kevin Conley stepped up to the tee in the last group and sailed one over Keith's ball by a good 25 yards. With that shot, Kevin became our first two-time winner of this prestigious award. Look for the results of the newel-swing enhancement test in the next newsletter.

Without a doubt, the best shot of the tournament was the last one of the entire event. With the entire field gathered around the 18th green, the pressure was so thick that you couldn't pass it through a 4" sphere opening, Dan O'Brien zoned into some kind of Zen like state and using a baluster, split the cup in half with a twenty-five foot birdie putt. This putt marked the longest recorded putt made with a baluster in the entire history of the game of golf.



25 foot Birdie Baluster Putter Dan O'Brien

I am already looking forward to seeing all of you on the links in 2011, ~ Dan O'Brien ☐

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Annual Conference Committee Roundtables



The work of the SMA happens behind the scenes, as well as while *networking*, at a cocktail reception or while attending a conference seminar. Although some great ideas are “inspired” by networking, we all know it takes “perspiration” to actively set things in motion.

The committee roundtable sessions held at the annual conference provided a smorgasbord of three committees to visit; Code and Research, Education, and Marketing. Each had a simple agenda including: the need to brief the other attendees following their session, agree on a person to convene the next meeting, and set a date to meet. Almost a dozen new participants later, two of the committees have already met twice.

The ball is rolling. Every SMA member is welcome to join. If you would like to participate contact a board member or call the SMA office. □

Kicking it St Louie Style at the Conference



With the help of Robin Wiebe (front center) of Builders Stair Supply in St. Louis, we were shown the sights, had lunch on “the Hill” and kicked back a few after an interesting tour of the Anheuser – Bush Facility in St. Louis



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2010 SMA StairCraft Award Winning Projects



Best Spiral Stairway awarded to Seattle Stair and Design of Seattle, WA

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Event Sponsors

SMA Events like the Annual Conference would not be possible without the support of our Member sponsors. Please be sure to appreciate their contributions. If you would like to be a sponsor contact the SMA office. Upcoming events you may sponsor include the IWF Reception, and the Fall Education Conference. Our sponsors in St Louis are listed in the right hand column. □



SMA Certification Awarded



SMA certification of members was recognized for the first time. Members who successfully completed the Basic Level Code Certification course and passed the exam were presented Certificates at the Awards Banquet. Only members in good standing may be certified.

Members who wish to take the certification course need simply download the course materials from the member's only website area. Once you have completed the course of study contact the SMA office and register to take the exam. Those members who attended the first course in Providence will receive the test at no charge for the remainder of this fiscal year. The test registration fee is just \$50.00. Test fees will be used to cover program development and maintenance costs. □

MEMBERS AWARDED THE BASIC LEVEL OF CODE CERTIFICATION

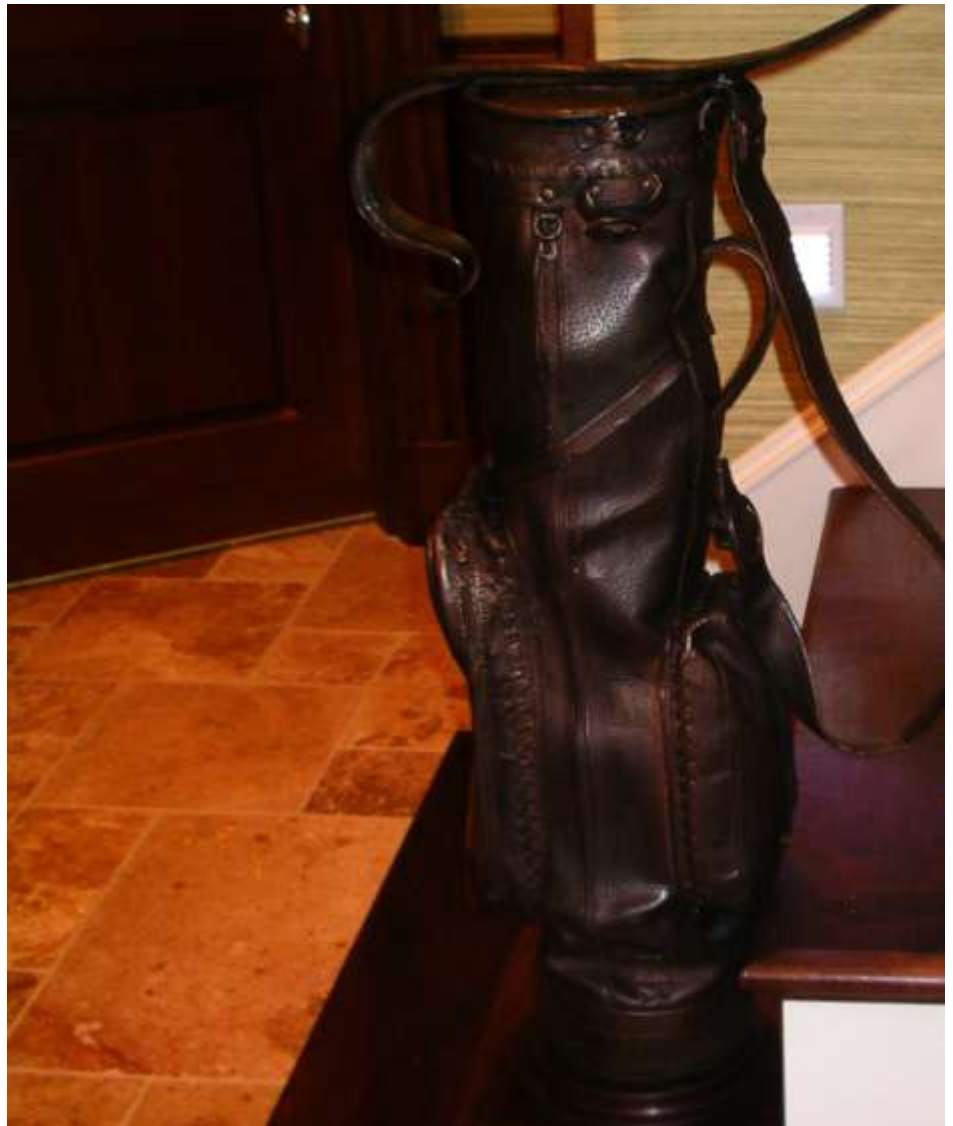
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Thomas Fine Stairs
Brookfield, IL

GREG COLEMAN
North Atlantic Corp
Somerset, MA

ROB ROBINSON
Century Group
Sulphur, LA

EDWIN WOODS
Precision Woods
Camillus, NY

SMA StairCraft Award Winning Projects



Best Stair Part awarded to Eureka Forge of Pacific, MO

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SMA Economic Influence Survey



The SMA Economic Survey received a response from 40% of our membership. Those attending the annual conference were able to receive a presentation of the results and participate in related discussion that was quite insightful. The consensus agreed a shift for the better was clearly indicated in most parts of the Country. The survey results are available in the members only section under premium content – industry articles. □

Down to Business – Business Articles and References of Interest

FOR THESE FULL ARTICLES CLICK ON THE LINKS BELOW:

Renovation, Repair & Painting Rule – Contributed by Paul Wishnoff

Many of you know that the U.S. Environmental Protection Agency (EPA) issued a Renovation, Repair and Painting (RRP) Rule, effective April 22, 2010. This new RRP Rule is a Federal requirement. Learn more at these two links:

<http://www.nbnnews.com/NBN/issues/2010-05-03/Front%2BPage/4.html> <http://www.epa.gov/lead/pubs/sellsheet.pdf>

EPA Responds Favorably to Concerns on Lead Rule, but Questions Remain – NBN, NAHB

NAHB continues to seek clarification on [a June 18 memo](#) from the [U.S. Environmental Protection Agency](#) (EPA) delaying the enforcement of training certification requirements under the [Lead: Renovation, Repair, and Painting rule](#) until Oct. 1. The issue is that even though contractors won't be fined or prosecuted for not having certification, the EPA's lead-safe work practices requirement still stands for remodelers working in pre-1978 homes and they will be subject to penalties if they are found not to be following them. <http://www.nbnnews.com/NBN/issues/2010-06-28/Front%2BPage/index.html>

Table Saw Video – Contributed by Jim Mattox

For those of you who use a table saw, you will find this fascinating. If you have never seen "Time Warp," it's a show all about super-duper slow motion cameras capturing things we take for granted and never see as they really are. In this case, they take photos of this guy's new invention. What a combination! You are going to enjoy this one and say ouch!! Watch all of it! http://www.youtube.com/watch_popup?v=E3mzhvMgrLE&NR=1

Housing Starts - Reuters

Housing starts rose more than expected in April to touch their highest level since October 2008 likely on the back of a home buyer tax credit, but permits hit a six-month low, a government report showed. The Commerce Department said housing starts rose 5.8 percent to a seasonally adjusted annual rate of 72,000 units. March's housing starts were revised to show a 5 percent increase, which was previously reported as a 1.6 percent gain

<http://www.reuters.com/article/idUSTRE63F2NT20100518>

The Case for Expanding Green Standards – Building Products Online

Green building is booming in the United States. Architects, builders and property owners strive to design and operate homes and office buildings that save energy, reduce pollution and protect our health. The success of green building is partly because of the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) standard, which certifies a building's green features and performance. The LEED rating system encourages the use of responsible materials in construction and renovation, but as a forester, Michael Goergen is frustrated to see continued ill-treatment of forest products, as one of America's greatest natural resources.

<http://www.building-products.com/readArticles.aspx?ID=3778>

Small Business Tax Credits to Pay One Third Health Care Premiums – Business Week

Small businesses in the U.S. will get tax credits this year to pay for more than a third of the cost of providing medical care for employees under a new program created under the health law. Four million small businesses with less than 25 full-time employees will be eligible, according to an administration fact sheet. Businesses that qualify will get 35 percent of the cost of employee health care premiums reimbursed by the government, and 50 percent starting in 2014, the fact sheet said. <http://www.businessweek.com/news/2010-05-17/tax-credit-to-pay-third-of-small-business-health-cost-update1-.html>

New OSHA Combustible Dust Standard – Contributed by Paul Wishnoff

An OSHA-mandated combustible dust standard is likely a year or two away, but that doesn't mean the federal safety agency isn't already applying increased pressure on manufacturers to clean up their plants.

http://woodworkingnetwork.com/Pardon-Your-ComDust/2010-04-22/Blog.aspx?oid=1050112&fid=WWN-BLOGS&aid=79&hq_e=el&hq_m=693760&hq_l=9&hq_v=0093ea33a6&src=email_a_friend_visitor □

Codes and Regulation – The status of SMA code development efforts

ICC FINAL ACTION HEARING, Dallas May 15 – 23

The code hearings in Dallas were just two weeks after the Annual Conference. The Final Action hearing was the last step in the 2012 code development cycle for issues related to our industry. The ICC split the codes into two segments in this cycle and will hold another Final Action Hearing for the remaining codes in Charlotte, NC in October. The ICC is currently changing the development cycle from 18 months to 3 years.

Overall we had another cycle with excellent resulting improvements to the code. Although we were not able to seek out any changes to handrail graspability in the 2012 IBC we did defeat two proposals to remove Type II handrails and make other significant advances and were very effective at holding our ground on issues won in the 2009 codes.

In general:

Future handrail graspability changes will be dependent on further research and testing of the use of handrails by those with disabilities and acceptance by the access community. However issues of standard reference surfaces regulating tread and riser dimension exclusive of carpeting was a keeper after fighting back some 6 different proposals to remove it. Likewise the change to 7x11 geometry for residential applications was staunchly defeated in both the IBC and IRC largely in part to SMA support for the current 7-3/4 x 10 that has strong scientific substantiation as a very suitable minimum standard.

The issue of providing consistent nosings and nosing projection got a lot of attention. Our proposal won out in the IRC. We combined related ideas about treads, risers and nosings strewn about the code into related sections and renamed “Profile”, “Nosings”. However another proponent's addition of three new sections titled “Nosing projection size”, “Nosing projection uniformity”, and Solid risers made it into the IBC. Needless to say it is highly recommended that if you are leaving the landing tread at the top of your stairs to someone else we would recommend you change by either supplying the landing tread and installing it or writing in a disclaimer on plans and contracts e.g. “Top nosings at all floors and landings to match nosing dimensions of treads in flights provided to be supplied by others at request of purchaser” Please understand this is required in the *current* code. The recent changes make it easier to understand and enforce.



Landing shape and size should be much more easily interpreted in 2012. In the IBC the term “dimension in the direction of travel” now reads “width measured perpendicular to the direction of travel” and the term “depth” now describes the “*other*” dimension. In the IRC the text hidden in the exception limiting a flight to 12 feet is once again called vertical rise and is a section that precedes landings for stairways. But more importantly the changes to Landings for stairways now reads “...Landings of shapes other than square or rectangular shall be permitted provided the depth at the walk line and the total area is not less than that of a quarter circle with a radius equal to the required landing width...”

The huge disparity in the IBC caused by reversal of the meaning of the term “tread depth” in the Alternating tread device section is corrected and now tread depth finally has the same meaning for stairs, ship ladders, and ATDs.

Handrail height in the IBC now has the same exception for residential fittings and bendings in continuous handrails as the IRC and “at winder treads” has been added to the list of locations. A similar exception in the IBC has been added for fittings and bendings at continuous transitions between flights.

In the guards section, the work of the CTC to better describe how to measure from “adjacent fixed seating” was not well received. The IRC will remain unchanged from 2009 which includes measurement of guard height from an adjacent seat surface. The IBC will be inconsistent with the IRC because the “seat requirement” was removed leaving only some generally “editorial” changes. Guards however did see a significant change as the SMA, NAHB, NOMMA, and WPCMA cosponsored an amendment that reduces the height of guards in the IBC to 36 inches from 42 inches in R-3 occupancies (most home residential applications other than hotels, apartments) of not more than *three stories above grade*. □



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International Stair Industry Reception at IWF, August 26th

The SMA will hold a reception for all Stair Industry Professionals attending the IWF. Members and non-members are welcome. Tickets will be available through SMA vendors at the Show as well as at the SMA booth 4245. We will start immediately following the show at 5:00p on Thursday the 26th in room B215 of the GWCC. Cocktails and Hors d'oeuvres will be served. What a great opportunity to meet people involved in the stair industry from around the world. Stop in before you leave for the day and meet the faces of the SMA. Be sure to bring a non-member friend.

Member sponsors are sought, your sign will be in the reception room and more, just call the SMA office!.

SAVE MONEY AND REGISTER FOR IWF RIGHT HERE

Be sure to register on line [here](#) to save \$5.00 and net \$5.00 for the SMA.

BOOK YOUR HOTEL ROOM RIGHT HERE.

The SMA has a block of rooms at the two favorite hotels in Atlanta and at a great rate. You may book your room with the form (see last page) or online [here](#). The online Log in = IWF and the password is SMA.



EXHIBITING AT THE IWF?

If you are planning to exhibit, please contact SMA@stairways.org. The SMA will be promoting our members at the show and in the newsletter prior to the show. It is planned to provide SMA MEMBER booth signs for SMA exhibitors and distribute the list of SMA exhibitors from the SMA booth. Please be sure to take advantage of this opportunity.

ATTENDING THE IWF?

Please stop by the SMA Booth 4245 each day to see who's at the show. The SMA would like to add your name to the contact list. Just contact the office to tell us your attending and we will share your contact info with other members wishing to participate and keep you posted on activities at the show. □

SMA Calendar – [See the new online event calendar](#)

<i>EVENT</i>	<i>DATE</i>	<i>TIME</i>
SMA Board of Directors Teleconference	7/8	10:00a
SMA Board of Directors Teleconference	8/12	10:00a
IWF 2010, Atlanta, GA	8/25 – 28	
<i>International Stair Industry Reception, IWF 2010, Atlanta, GA</i>	8/26	
SMA Board of Directors Teleconference	9/9	10:00a
AMD 46 th Annual Convention, Nashville, TN	10/9	
SMA MTCOA, Stair Code Training, Nashville, TN	10/18	8:30 a – 3:30p
<u>SMA Fall Education Conference, Baltimore/Washington</u>	<i>11/19 - 21</i>	
<i>SMA 2011 Annual Conference & Business Meeting, Charlotte, NC</i>	<i>4/21 – 24</i>	

Please be sure you have the Correct SMA Address below!

Many members are still trying to use old contact information. Please check not only your contact management system but also payable records to assure your payments are received and credited.

ADDRESS: ***Stairway Manufacturers' Association
657 Quarry Street, Suite 3
Fall River, MA 02723-1020***

Same Toll Free Phone: ***877-500-5759***

Use these email addresses: ***SMA@stairways.org*** or ***coderep@stairways.org***

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1. To Make Reservations



Online: <http://www.wynjade.com/iwf10/association>

Login: IWF

Password: SMA



Fax: 972-349-7715



Mail: IWF Housing & Travel
P.O. Box 678192
Dallas, TX 75267-8192

2. Hotel Selection

Association members will be accommodated in the following hotel. Please complete and return this form immediately since hotel reservations are on a first-come, first-served basis.

Marriott Marquis - Rate: \$138 single or double

Atlanta Hilton - Rate: \$137 single or double

Type of room:

- Single (one person / one bed)
- Double (two people / one bed)
- Double/Double (two people / two double beds)
- Suite (Please call 888-843-7808 in the U.S. or fax to +972-349-7715 (for all suite requests.)

Please check here if you need a room specially designed for the disabled, or need assistance from the hotel.

Please specify your type of need: _____

For questions, call 888-843-7808 (U.S.) or 972-349-5823 (International).

3. Guest Information

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All hotels require one night's deposit/guarantee for each room reserved (equal to the cost of one night's stay plus 15% tax). Payment must accompany this form. Cancellation policies for the particular hotel you have reservations at will be indicated on your reservation confirmation. Reservations will not be processed until payment is received.

Please indicate payment type:

Check Must be in U.S. dollars drawn on a U.S. bank and payable to IWF 2010 / Wyndham Jade.

If you are paying with a check and would like to guarantee your rooms as soon as possible, you can fax a copy of this completed form with complete credit card information (below) to temporarily guarantee your reservations until your check is received through the mail.

Credit Card

Please note: Your deposit (an amount equal to one night's stay plus 15% tax per room) will be charged to this credit card on July 2, 2010.

Charge to: Visa MasterCard American Express

Card Number _____ Exp. Date _____

Cardholder Name _____

Signature _____

All acknowledgements will be sent to the guest name and address indicated above.

Please retain a copy of this form for your records. Photocopy for additional rooms.

Questions? Call 888-843-7808 (U.S.) or +972-349-5823 (International)