

# Hotel Payment Information

## A. Credit Card

1. Online Reservations  
Select the link below and use the group code **SCNJCS**:

<https://book.passkey.com/go/SCNJCS>

2. Telephone  
Contact Room Reservations at **(888) 516-2215** from 8:00 a.m. until 2:00 a.m., Eastern Standard Time – 7 days a week. You must mention group code **SCNJCS**: *The maximum number of rooms you may book over the phone is 9.* The maximum number of rooms you can book on the link is 20. If you require 21 or more rooms, please email your room reservation requirements to Flo Jones, [jonesflo@caesars.com](mailto:jonesflo@caesars.com). If you have any questions, please telephone Flo Jones Monday through Friday from 9:00 a.m. to 4:00 p.m. at (609) 441-5736.

\*\*\*All callers will be asked for the group code but can also book by saying **\*\*\*NJAC 2025 \*\*\***

## B. Purchase Order

1. Once you have received your confirmation numbers, you can email your purchase order to Flo Jones: [jonesflo@caesars.com](mailto:jonesflo@caesars.com) or fax to 609-441-5777 .

(Please be sure to include your guest names on the PO.)

**NOTE: Caesars Entertainment Corporation no longer accepts purchase orders on a direct bill basis. All purchase orders must be signed and returned for "Payment in Advance." All checks must be received no later than 15 days prior to your arrival date. Caesars will not accept a check at the Front Desk.**

All checks are payable to Caesars Entertainment Corporation and should also be mailed to:

Caesars Atlantic City  
2100 Pacific Avenue  
Atlantic City, NJ 08401  
ATTN: Flo Jones/Front Desk

**Government Rate** (\$101.00) = nightly room rate \$79.00 + \$15.00 Resort Fee + \$2.00 NJ State Tourism Promotional Fee + \$3.00 Room Assessment Fee + \$2.00 AC Occupancy Storage

**Non-Government Rate** (\$114.40) = \$79.00 nightly room rate + \$15.00 Resort Fee + \$2.00 NJ State Tourism Promotional Fee and \$3.00 Room Assessment Fee + \$2.00 AC Occupancy Storage + 13.625% sales tax

## **C. Cancellations**

If for any reason you need to cancel your hotel room reservation, please notify Convention Room Reservations at (888) 516-2215.