
HISTORIC HOTELS of AMERICA

NATIONAL TRUST FOR HISTORIC PRESERVATION*

Historic Hotels of America Employee Rate FAQ Sheet

1. Who is eligible to utilize the employee rate?
 - a. Current employees of the National Trust for Historic Preservation, designated affiliates, and former employees with ten years or more service.
 - b. Employees of the Historic Sites of the National Trust for Historic Preservation.
 - c. Employees of Historic Hotels of America member hotels.
 - d. Employees of Historic Hotels Worldwide member hotels.
 - e. Preferred Hotel Group Associates and employees of PHG's global collection of hotels and resorts.
 - f. Historic Hotels of America Call Center Employees
2. What is required when I check in?
 - a. The hotel will honor the reserved employee rate on the condition that the employee provides one of the following proofs of eligibility:
 - Photo ID
 - Business card
 - Written verification of your employment on letterhead from your qualifying location.
3. How do I find the list of participating hotels?
 - a. Effective January 10, 2013 the fax program has been discontinued; you can find the listing of participating hotels one of two ways:
 - b. Go to: www.historichotels.org/employees.php
 - c. Or you can log in to the member portal (User name: hha, Password: hotels) on HistoricHotels.org and find the link to the Online **Employee Rate Program** on the member portal homepage or under member benefits page
 - d. Please do not contact the hotel directly.
4. What if a member hotel I would like to book is not listed on Historichotels.org/employees.php?

Participation in the Historic Hotels of America Employee Rate Program is based on each hotel's discretion. Not all hotels have elected to participate in the Employee Rate Program. If there is a Historic Hotel of America member hotel that is not offering employee rates, please consider their National Trust for Historic Preservation member rate

5. How do I book a member hotel with the employee rate?

You can book the employee rate one of three ways: 1) From the online listing, choose a hotel and select "book it". Choose the dates, number of guests, rooms, and click on CHECK AVAILABILITY. Select the rate that corresponds to the Historic Hotels of America Employee Rate. Then provide your contact and credit card information, and click on confirm booking. It is necessary to provide proof of eligibility in order for the hotel to honor the reserved Employee Rate upon arrival.

2) On HistoricHotels.org, search for a property by hotel name, location, or keyword; include your arrival and departure dates; use HHE in the promo code; and click on Search. Select the rate that corresponds to the Historic Hotels of America Employee Rate under the Rate Description column. Then provide your contact and credit card information, and click on Complete Registration. It is necessary to provide the aforementioned proof of eligibility in order for the hotel to honor the reserved rate upon arrival.

6. What if the dates I would like to book are not available for the employee rate?

Employee rates are based on space availability at the time of booking. If Employee Rates are not available on your desired travel dates, the hotel may offer the National Trust for Historic Preservation Member Rate (which are generally 10-50% lower than BAR). If you are not a member of the National Trust for Historic Preservation, you can request to join to be eligible for the National Trust member rates.