



Home2 Suites by Hilton  
1630 E Wooster Street  
Bowling Green, OH 43402

Andrew Favorito – General Manager  
Front Desk Phone: 419.969.3500  
Web Link: [Home2 Suites by Hilton](#)  
Contract# 7619

**BGSU ROOM RATES:**

ROOM TYPE	RATE	BG CITY TAX	TOTAL
1 Queen studio suite for less than 5 nights	\$99.00	4%	\$102.96
1 Queen studio suite for 5 nights or more	\$89.00	4%	\$92.56

\* A limited number of larger rooms are available. Reservations for these rooms can be arranged directly through the General Manager

\* For personal stays, BGSU employees will be offered a nightly rate of \$109 plus taxes for a queen studio suite

**MEETING ROOMS:**

A 836 sqft meeting room with seating for 20 guests and maximum capacity of 50 is available at a daily base rate of \$200.00 + 4% city tax = \$208.00.

Additional fees (plus city tax) apply for technology: Projector \$25, High Speed Internet \$5, 70” Smart TV \$25. The Hotel offers coffee at \$5 per pot, assorted teas for \$5, and breakfast and snack foods for an additional fee. Other food and beverages may be brought in or catered by a local restaurant.

**FEATURES:**

- 1.5 miles from BGSU campus
- Free WIFI
- Free breakfast
- Fitness center
- Indoor saltwater pool
- Outdoor patio with gas grills
- Full-size refrigerator, microwave, and dishwasher in every room

**METHOD OF RESERVATION:**

The primary form of reservations will be made using a BGSU Purchasing Card (PCard). A BGSU employee will contact Home2 Suite’s front desk and provide the following information: PCard number, BGSU

employee name and the department they work in, the guest's name that will be checking in, and guest's arrival and checkout dates. The front desk will email the reservation to the BGSU employee. Upon check-in the guest of BGSU will provide their personal credit card as they will be responsible for all incidental purchases accumulated during their stay. The BGSU guest will not have a copy of the BGSU PCard that was used to make the reservation. The PCard information will be kept in the hotel's computer system under the reservation.

**CANCELTATION POLICY:**

All room reservations must be guaranteed by a BGSU credit card. Failure to cancel a guaranteed guest room reservation 24 hours before the day of arrival or occupy the room will result in a charge of one night's room and tax. Failure to cancel a guaranteed meeting room reservation 72 hours prior to the event will result in the loss of the deposit.