

HOW TO MAKE RESERVATIONS AT THE BLENNERHASSETT HOTEL AT THE PER DIEM RATE

If you wish to stay at the Blennerhassett Hotel, which is walking distance to the Bureau of the Public Debt (BPD), you will need to call the hotel directly and ask for the Government per diem rate of \$70.00 in order to receive it. Because Government travelers will only receive the per diem rate by calling the hotel, the General Services Administration (GSA) and Treasury have granted an exception to the Federal Travel Regulation (FTR) that allows Government travelers coming to Parkersburg to bypass GovTrip and the Travel Management Center (TMC) to book lodging directly with the Blennerhassett Hotel.

In GovTrip, the traveler must note a reason for not using GovTrip/TMC or a FedRooms property in the Comments to the Approving Official box on the Preview Trip screen. Although BPD is not really in a remote location, the Blennerhassett Hotel is the only hotel located near the Government buildings in Parkersburg, so the traveler may use FTR GovTrip/TMC exception *(2) When your travel is to a remote location and it is not possible to book lodging accommodations through the TMS or ETS*. For a FedRooms non-use exception, the traveler may use FTR exception *(i) A FedRooms facility is not available at the location you need, or (iv) You are attending a conference with prearranged lodging accommodations and are required to book lodging directly with the lodging facility (use when you are attending the ARC Customer Conference)*.

For reservations, you may contact the Blennerhassett Hotel at 1-800-262-2536 or 304-422-3131. If you have any questions, feel free to contact the ARC Travel Services Help Desk at 304-480-8000, option 1.