Sheraton Boston Hotel









Reimbursement Policy

Sheraton Boston

39 Dalton Street Boston, MA 02199 University Faculty and Staff Preferred Booking Method: GEMS online booking tool For Telephone Reservations, Call: 888-627-7054 Phone: 617-236-2000 Fax: 617-236-1702 Sales Contact: Julia Greenwald at 857-243-6954

Guest room rates vary by season and are subject to availability. Ask for the University of Chicago <u>rate</u>. Offer is available to all faculty, staff, students, guests, visitors, alumni, affiliates, contractors, consultants, retirees and Big Ten University guests.

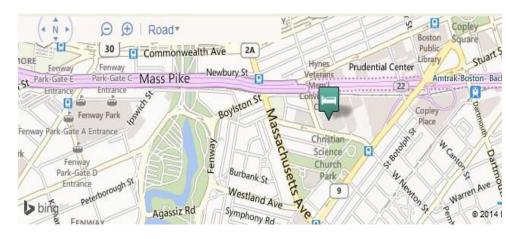
For groups of ten or more, contact Tami Adolphe at 857-243-6936.

2015 Blackout Periods None

Cancellation Policy By 4PM ET day of arrival

Sheraton Boston Hotel will make you feel at home whether your visit is for business or pleasure. Stroll leisurely through the nearby boutiques of Newbury Street, or make connections at Hynes Convention Center accessible via indoor walkways. Host your meeting, with facilities featuring state-of-the-art facilities and the opportunity to host a green meeting. Whatever your plans are, you'll find a feeling of welcome unlike any other.

- Complimentary wireless internet, fitness center and swimming pool
- Full-service downtown Boston hotel
- 29 floors, 1200 rooms AAA 4 Diamonds
- Restaurant lounge spa business services



Faculty and staff business travel expenses are to be processed through the GEMS System located at <u>https://gems.uchicago.edu/login/auth.php</u>. Reimbursement of student and guest business lodging expenses is to be requested on a Travel Expense Voucher (Form 97) following the University's Financial Policy No. 1202, Travel Policies & Procedures.