

LCHC Employee

In-State Hotel-Motel Discounts

Iowa Department of Administrative Services

In-State Lodging Rate Agreement Program

LCHC employees are eligible to take advantage of discounted rates at many in-state hotels as indicated below. If interested, we encourage you to:

1. Go to the courthouse and obtain the Iowa Department of Transportation Special Identification Authorization Form #431059
2. Complete the form as indicated indicating you are a “county employee”
3. Ask human resources or your departmental manager to sign it as the “Authorizing Official”
4. Take the form to the Treasurer’s Office for processing. They will take your photo for processing and collect your fee of \$1.00.

Effective July 1, 2016, the properties included in the following lists have signed a rate agreement with the State of Iowa for the rates shown through June 30, 2017, subject to availability.

FY17 In-State Lodging – single room rate \$65 or less

FY17 In-State Lodging – other facilities

Rate Extensions: In addition to listing single room and double occupancy rates, the directory also notes whether state rates will be extended to political subdivisions (city or county governments, school districts, community colleges) or personal travel.

Rate Availability: All rates are subject to availability, and employees are not required to stay at the properties listed. When inquiring for reservations and rates, be sure to specify **State of Iowa rates, not Federal**.

Employee ID: To receive the rate posted in the In-State Lodging Directory, please be prepared to show the photo ID you received from the treasurer’s office. You may also be required to show some other form of identification, whether an employee photo ID badge, LCHC paystub, or similar documentation.