



## RESERVATION CONFIRMATION

### Guest Information

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Day Time Number: \_\_\_\_\_  
Business Number: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

Number in Party: \_\_\_\_\_  
Arrival Date: \_\_\_\_\_ Arrival Time: \_\_\_\_\_

Departure Date: \_\_\_\_\_  
Nights of Stay: \_\_\_\_\_

Credit Card Holder's Name: \_\_\_\_\_  
Credit Card Type: \_\_\_\_\_  
Credit Card Number: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_

Rate per night: \$ \_\_\_\_\_  
Sub-Total: \$ \_\_\_\_\_  
Tax @ 11.9% \$ \_\_\_\_\_  
Balance due at Check-In: \$ \_\_\_\_\_

### Accommodation

Our cancellation policy states that you must notify us (2) two weeks prior to your arrival or 1 night stay will be charged to your credit card. Upon receipt of this form, we will fax and/or mail you a confirmation. We look forward to your visit.

Thank you for your cooperation.

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