

CONTACT CHEAT SHEET: Guests' Hotels

Hotel: _____ Guests: _____

Address: _____

Contact: _____

Phone: _____

Fax: _____

Number of rooms in block reserved: _____

Reserved under name: _____

Group rate: \$ _____ /night

Hotel: _____ Guests: _____

Address: _____

Contact: _____

Phone: _____

Fax: _____

Number of rooms in block reserved: _____

Reserved under name: _____

Group rate: \$ _____ /night

Addresses or Web sites for local points of interest

Notes

