

# CONTACT CHEAT SHEET: Travel Agent & Destination

staple business card here

Travel agent: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Emergency toll-free number: \_\_\_\_\_

Fax: \_\_\_\_\_

Destination: \_\_\_\_\_

Web sites: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tourism bureau number: \_\_\_\_\_

Foreign consulate number (in United States): \_\_\_\_\_

U.S. embassy number (if abroad): \_\_\_\_\_

Resort or hotel: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Airline: \_\_\_\_\_ Flight numbers: \_\_\_\_\_

Toll-free number: \_\_\_\_\_

Travel dates: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

## Notes

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