

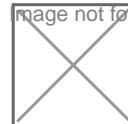
Gautam Buddha Airport Hotel Pvt Ltd

Guest Registration Card

Resv #

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Reservation Information

Check in Date: _____

Book out Date: _____

Billing Instruction: _____

Pay by: _____

Agent: _____

Company Name: _____

Arrival Time: _____

Occupancy: _____

Room No# : _____

Meal Plan: _____

Room Tariff: _____

Meal Tariff: _____

Pax: _____

Guest Information

Guest Name: _____

Nationality: _____

Gender: _____

Email: _____

Doc Type: _____

Doc Number : _____

Mobile No: _____

Phone No: _____

Address: _____

Guest Signature

Receptionist

Team Leader

Approvals and Consent

Checkin Time is 14:00 hrs. And checkout time is 12:00 hrs

Cancellation and No Show:

Any cancellation will be charged for the first night's stay.

Any decrease in length of stay within 3 days before arrival will be 100% charged. Any guest room reservation confirmed and guaranteed through the Reservation Form, but not claimed on the day of arrival (no show), will be cancelled and will only be re-entered into the reservation system subject to space availability. In this case all nights will be charged the calculated room rate plus taxes.

Thank you for choosing Suite Hotel Pvt Ltd. If you find errors or desire certain changes, please contact us.