

EMPORIUM Voyage

Property Information (PID)

| | | | |
|-----------------|--|-----------------------------|--|
| Hotel ID | | Hotel Generic Email Address | |
| Hotel Name | | General Manager's Name | |
| Address | | Time Zone | |
| City | | Currency | |
| Zip/Postal Code | | Longitude | |
| Province/State | | Latitude | |
| Country | | Hotel Website Address | |
| | | Website Hosted By | |

| | Country Code | Area/City Code | Number |
|------------------------------------|--------------|----------------|--------|
| Telephone No. | | | |
| General Fax No. | | | |
| Reservations Direct Telephone No. | | | |
| Reservations Toll Free No. | | | |
| Reservations Department Fax No. | | | |
| Reservations Alternate Fax No. | | | |
| Reservations General Email Address | | | |

| | Name | Three Letter Code |
|-------------------|------|-------------------|
| Primary Airport | | |
| Secondary Airport | | |
| Primary City | | |
| Secondary City | | |

| | | | |
|---|--|---------------------------------|--|
| Direction from Primary Airport to Hotel | | Distance in Miles or Kilometers | |
| Direction from Secondary Airport to Hotel | | Distance in Miles or Kilometers | |

| | | | |
|---|--|---------------------------------|--|
| 1st Alternate City (Closest to Hotel) | | Distance in Miles or Kilometers | |
| 2nd Alternate City (Next Closest to Hotel) | | Distance in Miles or Kilometers | |
| Specify Region of Hotel Location (e.g. French Riviera) | | | |

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|-----------------------|--|--|--|
| Corporate Affiliation | | | |
| Owning Company | | | |
| Hotel Type | | | |
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| | | | |
| | | | |

Management Personnel

| Title | Last Name | First Name | Mr/Mrs | Actual Job Title | Email Address |
|-------------------------------------|-----------|------------|--------|------------------|---------------|
| Managing Proprietor/Owner | | | | | |
| Managing Director | | | | | |
| General Manager | | | | | |
| Director of Operations | | | | | |
| Executive Assistant Manager | | | | | |
| Director of Sales & Marketing | | | | | |
| Director of Marketing | | | | | |
| Director of Sales | | | | | |
| Sales Manager | | | | | |
| Group Sales Contact | | | | | |
| Leaders Club Contact | | | | | |
| Internal Public Relations Manager | | | | | |
| Director of Rooms Division | | | | | |
| Rooms Division Manager | | | | | |
| Director Yield & Revenue Management | | | | | |
| Revenue Manager | | | | | |
| Reservations Manager | | | | | |
| Front Office/Reception Manager | | | | | |
| Concierge | | | | | |
| LHW Spa Director Contact | | | | | |
| Spa Manager | | | | | |
| Chef | | | | | |
| Food & Beverage Manager | | | | | |
| Purchasing Manager | | | | | |
| Controllor | | | | | |
| Credit Manager | | | | | |
| Human Resources Manager | | | | | |

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|--------------------------------------|--|------|--|
| Authorized By (please include title) | | Date | |
|--------------------------------------|--|------|--|