

Beverly Park T1			
Beverly Park T1, Plot No 107, Sector 14, Koper Khairne, Navi Mumbai - 400709			
Telephone No.	2235487001 /	Fax No.	
Print Date	16-06-2025		
<b>Reservation Registration / Confirmation</b>			
<b>Employee Details</b>			
Reservation No	R20142363	Reservation On	21-06-2025
Employee Name	Ms. Sheetal Suresh Chaudhary	Employee Code	55087534
Company	Reliance Industries Ltd.	Location	Navi Mumbai
Department	High Speed Internet Services	Approver Name	Mr. Hardik Shah
Mobile No	+918850710439	Office No	+91223555500
Email ID	sheetal.chaudhary@ril.com	Gender	Female
Job Family / Cadre	Regular / MANAGER	Cost Center	0034000000
Preferred Transit House	Beverly Park T1 ( Navi Mumbai )		
Request For	Employee	Request Status	Confirmed
Travel Trip ID	5001417829	Thomas Cook	NA
<b>Reservation Details</b>			
Res. Date Time From	21-06-2025 12:00 Hrs	Res. Date Time To	23-06-2025 10:00 Hrs
No. of Adults / Children	2/0	No. Of Rooms	1
Booking Reason	Personal	Bill Paid By	Individual
Transit House Location	Navi Mumbai	Transit House	Beverly Park T1
Room No(s)			
Booking Remarks	Personal		
Admin Remarks			
Guest Signature:		Date:	
Note: 1. Produce Confirmation Copy with Reservation No. at the time of check-in. 2. It is mandatory for the Employee to be present at the time of Check in and stay. 3. Pls adhere to the standard check in time 12:00 PM and check out time at 10:00 AM. 4. Always deposit your room keys at the Front Office / Reception Counter whenever you leave the premises.			

- 5. In case of 'No Show' on the designated date and time, the reservation shall be released within 4 hours without further communication.
- 6. Request for extension of stay, with proper approval, may please be sent through ESS in advance. Extension of stay shall be subject to availability.
- 7. In case of personal bookings it is mandatory to cancel the booking on ESS if not availed or else, charges will be applicable.
- 8. Employee has to communicate with Admin for early check out.
- 9. Pets are not allowed in the Guest house.

<b>Incase of any queries please contact :</b>			
Jaikumar Punjabi			
Tel	9967584646 /	Computerized Copy-Signature not required	
Request Created On	16.06.2025/18:47:16	Request Confirmed On	16.06.2025/20:01:07