

Dear Partner,

We conducted a physical audit of inventory at your hotel _____ on ____ and we have observed the following.

No Room which was vacant as per the Oyo Tab was found to be occupied: ☐

Contracted rooms:

Following rooms have been observed to be occupied and not captured in the OYO tab.

Room Numbers Vacant as per the Tablet	Category of the rooms(such as TR Black, black sellable)	Remarks
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Non-contracted rooms:

Following non contracted rooms have been observed to be occupied.

Room Numbers Vacant as per the Tablet	Remarks
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Additional Remarks:

Owner Remarks:

Note: These observations will be considered in deducing the discrepancy in the final report and will be e-mailed to you.

Request you to ensure all bookings and room swaps are captured in OYO system.

Please reach out to Revenue.Assurance@oyorooms.com in case you have any concerns.

Regards

Auditor

Awign enterprises pvt.ltd.

Hotel management sign with stamp

