

TAKE AWAY AND FRUIT CAKE OR FRUIT BASKET FORM

Guest Name _____

Guest Room Number: _____

Request Name: _____

Shift :_____

Department Request: _____ Request to Department:_____

TYPE OF REQUEST FOR

- Breakfast take away
- Fruit Basket
- Fruit Cake
- Other

Reason:

Requested by:

Received by:

Prepared by

FO Department

Date:_____/_____/_____

F&B Department

Date:_____/_____/_____

Kitchen Department

Date:_____/_____/_____