

<b>RESERVATION #</b>	<i>To be completed by hotel staff</i>		<b>BLOCK CODE:</b> <b>309382</b>	<b>CUT OFF DATE</b> <b>April 3, 2016</b>	
<b>ARRIVAL DATE *</b> <i>DD/MM/YY</i>	<b>FLIGHT #</b> <i>Flight #</i>	<b>FLIGHT TIME*</b> <i>HH/mm</i>	<b>DEPARTURE DATE</b> <i>DD/MM/YY</i>	<b>DEPARTURE TIME *</b> <i>HH/mm</i>	
<b>GUEST NAME (S) *</b>	<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Mr. <input type="checkbox"/> Dr. <input type="checkbox"/> Other <i>Print Primary Guest Name Here</i>				
<b>SHARING WITH:</b>	<i>Print Sharing Guest(s) Name (s) Here</i>				
<b># OF GUESTS *</b>	<b>ADULTS:</b>	<i># of Adults</i>	<b>CHILDREN:</b>	<i># of Children</i>	
<b>Select room and bed type below by <b>ticking the appropriate boxes</b></b>	<b><u>ROOM TYPE</u></b>			<b><u>NIGHTLY RATE (US\$)</u></b>	
	<b>ROOM TYPE/BED TYPE</b>	<b>SINGLE</b>	<b>DOUBLE</b>	<b>TRIPLE</b>	<b>QUAD</b>
<input type="checkbox"/> DELUXE KING <input type="checkbox"/> DELUXE 2 DBL BED		<b>117.00</b>	<b>127.00</b>	<b>137.00</b>	<b>147.00</b>
<input type="checkbox"/> ONE BEDROOM SUITE KING BED	<input type="checkbox"/> ONE BEDROOM SUITE 2 DBL BEDS	<b>162.00</b>	<b>172.00</b>	<b>182.00</b>	<b>192.00</b>
<ul style="list-style-type: none"> <li>• <b>Room/Bed types will be booked based on availability</b></li> <li>• <b>Check In Time 3:00 pm</b></li> <li>• <b>Check Out Time 12 noon</b></li> </ul>	Rates above are per room per night and are subject to: <ul style="list-style-type: none"> <li>- Government Tax – 16.5% &amp; Service Charge – 10%</li> <li>- Special Room Tax - US\$ 4</li> </ul> <b>Government Tax, Service Charge, Energy Surcharge, and Room tax are subject to change and may be increased without prior notice.</b> Maximum capacity of bedrooms is 4 persons  Rates above include: <ul style="list-style-type: none"> <li>- Sunrise Buffet Breakfast</li> <li>- Complimentary Wireless Internet</li> </ul>				
<b>CONTACT INFORMATION*</b>	<b>PHONE #</b> <i>Print Phone # Here</i>		<b>ADDRESS</b> <i>Print Address Here</i>		
	<b>FAX #</b>				
	<b>E-MAIL ADDRESS</b> <i>Print E-Mail Address Here</i>				
<b>CREDIT CARD GUARANTEE</b>	<b>TYPE*</b> <i>Card Type</i>	<b>CC NUMBER*</b> <i>Print Credit Card # Here</i>		<b>EXPIRY DATE**</b>	
<b>CARD HOLDER NAME</b>				<b>SIGNATURE</b>	
<b>CANCELLATION POLICY</b>	<b>All reservations must be guaranteed with first night's deposit to credit card and guaranteed for late arrival. The Courtleigh Hotel &amp; Suites will provide confirmation within 48 hours of receipt. If cancellation is made less than 48 hours prior to arrival or "NO SHOW" then a charge equivalent to one night room revenue will be assessed for each room cancelled. Guaranteed reservations are held until noon of the day following stated arrival date.</b>				

**PLEASE COMPLETE ALL SECTIONS & RETURN BY FAX: 876-906-2224 OR**  
**E-MAIL [sales9@courtleigh.com](mailto:sales9@courtleigh.com) or [sales3@courtleigh.com](mailto:sales3@courtleigh.com)**