



In order to prevent any unnecessary delays upon arrival, we hereby request you to fill in this form at home with all the names and details of the other guests included under this reservation number.

The form can be handed in at the reception when you check in.

If this form is incomplete, you will not receive a room key.

Please use capital letters.

Reservation number:

Date of arrival:

Date of departure:

Number of people:

Name of company:

Name of contact person: m/f*

Address:

Postal code/place of residence:

Date of birth:

Number of passport/identity card:

Car registration number:

I hereby declare that this form has been filled in truthfully.

For agreement,

Date: Place:

Name: Signature:

PLEASE DO NOT SEND THIS FORM TO US

* Delete as appropriate.

Name list

No.	Name guest	Postal code	Place of residence	Date of birth	Number of passport/identity card	m/f	Room no.*
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							

* Do not fill in this column.