

Rückantwort bei Firmenbuchungen hinsichtlich der Rechnungsanschrift und hinsichtlich einer eventuellen Kostenübernahme

NAME OF GUESTS	ARRIVAL DATE

The following person will pay for the stay of the guest named above:

Form of Address	
Title	
Last Name	
First Name	
Street	
Country, postal code, city	
Phone	
Fax	
eMail	
Internet	

Person to turn to	
Direct Phone	
Mobile phone	
Direct Fax	
Personal eMail	

The bill will be paid in cash / credit card by the guest in the hotel before departure.

We ask you to send the bill after the guest has left. We will pay for all services used by the guest, including the ones ticked below within 10 days. The services not ticked below will be paid in cash / credit card by the guest in the hotel before departure

stay overnight
 breakfast
 phone
 other services

Place and Date

Company stamp and signature