

**Answer sheet concerning your arrival data and possibly booked additional services**

NAME OF GUEST	ARRIVAL DATE

I / we do not want breakfast buffet. Please cancel the breakfast buffet for me / us.

Please reserve a parking spot in your parking ramp for the duration of my /our stay, for the conditions mentioned in the booking confirmation.

My / our arrival will be at 6 pm at the latest (on arrival date)

My / our arrival will be after 6 pm, however, I / we will be there during the opening hours of the hotel or the reception. Therefore, I want to switch my "standard booking" into a "guaranteed booking" and therefore share with you my / our arrival time and credit card information:

Planned arrival time \_\_\_\_\_

Card holder \_\_\_\_\_

Card company

Mastercard  VISA  American Express

Card number \_\_\_\_\_

Card PIN \_\_\_\_\_

(on the backside)

Valid till \_\_\_\_\_

(format: MM/YYYY)

If we won't be there at the time mentioned above or if we won't be there during the opening hours of the hotel or the reception, I / we ask to put our room key into the safe for late arrivals (which is located on the left side of the front door) and to give us the code for the safe as well as the room number via text message.

Mobile phone number \_\_\_\_\_

Place and Date

Signature