

ADULT INDIVIDUAL RESERVATION FORM / KAIBAB-HUACHUCA HALL

May 26 to August 6, 2008 (based on availability)

Date: _____ Group Name (if applicable): _____

Guest Name: _____ Male _____ Female _____

Address: _____

Phone Number: _____ E-Mail Address: _____

Arrival Date: _____ Departure Date: _____

Accommodations Desired:

Single Room _____ \$25.00 per night _____ \$28.00 with linen packet

Double Room _____ \$21.00 per night/per person _____ \$24.00 pn/pp/with linen packet

CatCard # (if applicable): _____

Comments: _____

PAYMENT DUE UPON CHECK-IN

Check-In:

Check-in time is after 2:00 p.m.

Check-Out:

Check-out must be between 8:00 a.m. and 12:00 noon. Individuals must **officially** check-out with a Conference Services staff member when vacating a room. All keys must be returned to a Conference Services staff member. There is a \$50.00 charge for any room key and \$35.00 charge for any entrance key/card that is not returned.

Conditions:

University staff reserves the right to enter any room for the purpose of maintaining health, safety, for reasonable maintenance inspections, for any repairs, or in any situation deemed to be an emergency.

Regulations:

Guests must comply with all University and Residence Life regulations while on University property. A copy of these regulations will be distributed at check-in.

Payment:

Payment is due upon arrival. American Express, MasterCard, Visa, cash and/or personal check with a picture I.D. are the forms of payment accepted by Conference Services.

