



Comfort Suites Carlisle Dickinson College Graduation 2016



- All reservations must be prepaid in full.
- All reservations are subject to a (2) two night minimum stay for both Friday and Saturday night, or Saturday and Sunday night.
- No refunds will be given in the event of an early departure.
- All reservation requests are processed on a first come, first serve, space available basis and are subject to our written confirmation. No confirmation numbers will be given over the phone.
- Due to high demand, room type requests cannot be guaranteed (except for Jacuzzi Suites).
- Hotel reserves the right to limit the number of persons per room and number of rooms reserved.
- **Cancellation policy;** All cancellations must be received in writing no later than (30) thirty days prior to the arrival date. Reservations cancelled prior to the (30) thirty-day deadline will be subject to a \$50.00 per room Cancellation fee.
- **Cancellations received after the 30 day deadline will result in forfeiture of the reservation as well as the full deposit.**
- Only guests whose name appear on the room reservation may register to the room. Please provide additional guest names(s) in writing no later than 72 hours prior to check-in.

Room Types:

ND-Nonsmoking room, 2 double beds

NK-Nonsmoking room, 1 king bed

NK1-Nonsmoking room, 1 king bed, Jacuzzi (\$299.00 a night) *Please note additional cost in your total charges.

Date	Room Type Request	# of Adults	Rate Nights including tax	#of Rooms	Subtotal
May 20 & 21, 2016 <u>OR</u>	_____	_____	\$499.22 (229.00 a night)	_____ =	\$ _____
May 21 & 22, 2016	_____	_____	\$499.22 (229.00 a night)	_____ =	\$ _____
May 20, 21, & 22 2016	_____	_____	\$748.83 (229.00 a night)	_____ =	\$ _____

Special requests: _____

Total Charges: \$ _____

____ Please charge my: **Visa** **MasterCard** **Amex** **Discover** **Diners Club**

Credit Card# _____

Expiration Date: ____/____

Printed Name: _____

Office # _____

Address: _____

Home # _____

Cell # _____

Email: _____

Fax # _____

Signature: _____ **(Required)**

By my signature, I hereby agree to the terms & conditions of the cancellation policy as stated in this contract.

Return Completed form to: **Comfort Suites**
10 S. Hanover Street
Carlisle, PA 17013

PHONE: (717) 960-1000

FAX: (717) 960-1010
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