

Hotel Payment Form

Date: _____
 Company: _____
 Street address: _____
 Zip code/ City, Country: _____

Dear Ladies and Gentlemen,
 We will cover the costs of

- Lodging
- Breakfast
- Restaurant
- Sauna
- Phone calls
-

For our colleague(s):

Mr/Mrs/Ms: _____ Arrival date _____ Depature date _____
 Mr/Mrs/Ms: _____ Arrival date _____ Depature date _____

To guarantee the booking, here you will find the details of our credit card:

Card type: _____
 Card nr.: _____
 Valid until: _____
 Holder's name: _____

The total of EUR _____ will be effectuated by:

- Charging of credit card
- Money transfer
 (Upon receipt of the invoice, we will transfer the costs of the hotel stay to your bank account)

Should you have further questions, we can be reached at the following number: _____

Invoice adress:	Mailing adress:

 Company stamp

 Date/ Signature