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# Hotel Guest Registration Form Template Word

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## Guest Information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Passport/ID Number: \_\_\_\_\_

Nationality: \_\_\_\_\_

## Booking Information:

Check-in Date: \_\_\_\_\_ Check-out Date: \_\_\_\_\_

Room Type: \_\_\_\_\_

Number of Guests: \_\_\_\_\_ Number of Nights: \_\_\_\_\_

Special Requests: \_\_\_\_\_

## Payment Information:

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ CVV: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Signature:**

Guest Signature: \_\_\_\_\_

Date: \_\_\_\_\_