

COUNTRY INN & SUITES - INDIANAPOLIS AIRPORT SOUTH
5630 Flight School Drive, Indianapolis, IN 46221
317.821.1100
www.cisindy.com

ROOMING LIST for: _____

We look forward to seeing you soon! In order to prepare for your group's arrival, please complete the table below for each incoming guestroom. Please direct this form to Nancy Jones/Director of Sales by Fax (317/821-1101) or Email (nancy@cisindy.com) no later than the required due date of: _____. Please note Hotel Policy requiring that at least ONE ADULT (age 18 or older) occupies each guestroom reserved/utilized. Any room in violation of this policy is subject to removal from Hotel with no refund.

	Check In Date	Check Out Date	Last Name	First Name	Room Type (if multiple types contracted)	# of Adults	# of Children (17 & under)	Credit Card Guarantee (including expiration date) Hotel Cancellation Policy - 6:00pm EST	Misc Notes
Ex	2/8/08	2/10/08	Smith	Mary	Double Queen	2	2	1234-1234-1234-1234 (12/08)	Non-smoking
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

Room Types: Double Queen, King, Studio, King Suite, Family Suite. NOTE: Room location & smoking preference cannot be guaranteed.

In-House Group Contact/Chaperones: _____