

Hotel Name

Address

Cost

Phone #

Reservation #

Directions

Dates of Stay

Notes

Tips and Tricks

- ◆ Call the hotel directly and see if you can get a discount . Ask to talk to the manager to see if they will give you a group discount.
- ◆ If you are traveling with a group, ask for a group discount.
- ◆ If they ask your group to sign a contact, be sure to read over everything!!
- ◆ Do they take AAA, senior citizens, or a company discount?
- ◆ Some hotels allow you to check in early online and even pick your room.
- ◆ For safety try to stay on the 2nd floor or above but no higher than the 7th floor so the fire department can reach you.

