DEPART EXPRESS... quelques exemples de l'existant !

Express Check Out

Room Number

Dear Guest,

Tomorrow is your scheduled checkout date. If you have changed plans, please do contact the Front Desk.

Enclosed is your bill as of today. Tonight's room charge and any other late charges are not included.

Please review and call the Front Desk, if you have any question and if you wish to split the invoice please let us know now to save your time at check out.

Our check out time is 12 noon, Late Charges may apply

Thank you for your staying at ABC hotel

We look forward to serving you again, for reservation or information please email us:

hoteliertanji@gmail.com

www.hospitality-school.com

Pochette contenant la facture provisoire donnée au client



Enveloppe déposée en chambre

Rapid Check-Out

Our Rapid Check-Out service is provided to make your departure as fast and easy as possible.

- Enclosed is your hotel bill reflecting charges made to your credit card as of 3 a.m.
- Charges incurred after 3 a.m. will be added to your credit card.
- If your date of departure changes, please contact the front desk. If you wish to extend your stay please check with us for room availability.
- Please leave your room key in your room or at the front desk. (No need to wait on line)
- If you have questions concerning your account, please feel free to stop at the front desk.

We hope you've enjoyed your stay and look forward to seeing you again soon.

FOR RESERVATIONS, PLEASE CALL TOLL FREE: 1-888-

Boite de dépôt des fiches départ express en réception

EXPRESS CHECKOUT

Thank you for choosing to stay at our hotel. Enclosed is a copy of your account for your perusal. Any charges incurred after this time will be added to your bill. Should you wish to utilize our express checkout service, please fill in your details and simply leave this envelope and your room. key at the front desk on your departure. A full receipt will be sent to your account address in the next mail. Check here if you would like your account emailed to you ☐ Check here if you do not require a receipt Name_____ Room No. _____ Account Address_____ I authorize for all costs incurred during my stay to be charged to my credit card Card No. (not necessary if provide on check in) Card Type: \square VISA \square MC \square Amex \square BC \square Diners \square JCB Expiry Date III We look forward to seeing you again.

Fiche remise au client la veille de son départ