**Lodging & Travel Request Form**

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|  | **Billing Information** |
| University or Club Name |  |
| E-mail |  |
| Traveler |  |
| Phone |  |
| Fax |  |
| Billing address |  |
| Credit card name |  |
| Credit card number |  |
| Credit card expiration date |  |
| CC Secure Code |  |
|  | **Lodging Information** |
| Hotel |  |
| Arrival date |  |
| Departure date |  |
| Number of People in your party |  |
| Number of rooms |  |
| Number Adults and children under 17 per room(specify each room) |  |
| Room Status (single, double, triple, quad) |  |
| Special request |  |
| Names of beds |  |
|  | **Travel Information** |
| Airline / Flight Number |  |
| Arrival date/ time |  |
| Departure date/ time |  |