

C&G Tours - HOTEL ROOMING LIST (PER BUS) Trip

Group _____ Group Leader _____ Bus # _____

Date of Trip: _____ Destination: _____ Return by: _____

C & G Tours, 11122 Old Trail Road, Irwin, PA 15642

All Rooms Db/Db/ Non-Smoking (NOTE: NO SOFA BEDS/PULLOUTS/COTS PERMITTED).

S/A	ROOM #	ROOM CAPTAIN	ROOMMATE	ROOMMATE	ROOMMATE
1		DRIVER	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
2		TOUR DIRECTOR	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
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4					
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24					

DO YOUR COUNTS MATCH YOUR TOTALS? CHECK YOUR TOTALS BEFORE YOU SUBMIT THIS FORM

Students _____ Adults (Incl. Chaperones) _____ Total _____

All phones and pay TV (including driver, tour director, & chaperones), are to be turned off. C & G Tours, Inc. will not pay for any phone service, pay movies, room service, non-inclusive items (water bottles) or alcoholic beverages. Remove non-inclusive items from room (water bottles, etc.). These amenities may be turned on in adult rooms if they leave a credit card at the front desk. **Under no circumstances are they to be turned on for any student rooms.**

All rooms are to be blocked together. **NO JOINT rooms, DO NOT** put boys & girls in adjoining rooms.

- ONE BUS: All on One Floor, please separate boys and girls at opposite ends of the hall.
- MULTIPLE BUSES: Two Floors, please separate boys on one floor and girls on another floor.
- DRIVER/TOUR DIRECTOR: PUT ON LOWER FLOOR NEAR ELEVATOR – AWAY FROM GROUP