ADVANCE BOOKINGS AT A GLANCE RECORD

When rooms are booked, the inclusive dates should be enclosed thus ( ) with name of occupier (and other particulars if required) between brackets

Month ..... *Year* .....

SINGLE OR DOUBLE	ROOM No.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

SAMPLE

© ZIONS SYSTEMS — Form ADV15