

Pre-Check In Request Form

Date: _____

To
The Manager
Amruth Courtyard
Thondamuthur, Coimbatore

Dear Sir / Madam,

I have booked the resort for my daughter's / son's marriage from _____ to _____ . A few of our guests wish to occupy the rooms in advance, starting from _____ , prior to the booked dates.

For the pre-occupancy stay, I agree to pay a sum of Rs. _____ (Rupees _____ only), as per the applicable terms and conditions of the resort.

I kindly request you to grant permission for the above-mentioned pre-occupancy stay.

Thanking you.

Yours sincerely,

Name: _____

Signature: _____

Contact Number: _____

For Office Use Only

Approved / Not Approved

Manager In-Charge
Signature & Seal