

THE HOTEL RESIDENCES

Now Offering Rooms at East West Suites

EAST WEST SUITES • EXTENDED STAY GUEST AGREEMENT

15485 Ventura Blvd.
Sherman Oaks, CA 91403

SECTION I - GUEST PERSONAL INFORMATION:

Guest Name: _____ Unit No.: _____

Guest Social Security No.: _____ - _____ - _____

Guest Business Address: _____

Phone No.: _____
Mobile No.: _____

Guest Home Address: _____

Phone No.: _____
Alt. No.: _____

Credit Card Information: _____
Type: _____ Exp: _____

Do you have any credit problems?
If yes, please explain: _____

Please List All Proposed Hotel Guests: _____

Please Provide Two Personal References:

1) Name _____
Address: _____
Phone No.: _____
Nature of Relationship: _____

2) Name _____
Address: _____
Phone No.: _____
Nature of Relationship: _____

Will You Require Parking Services? Yes No

If Yes, Please Provide the Following Information:

Vehicle Make/Model: _____
Color: _____
License Plate No.: _____ State: _____

SECTION II - HOTEL STAY INFORMATION:

Hotel Stay Commencement Date:

Length of Hotel Stay (Please Check one): 14 days 21 days 28 days
(\$_____) (\$_____) (\$_____)

SECTION III - PAYMENT INFORMATION:

Hotel Stay Charge: _____

Maid's Charges: _____

Parking Charges: _____

Internet Charges: _____

Room Safe Charges: _____

Hotel Occupancy Tax*: _____ * Hotel Occupancy Tax only imposed for Guests staying for a period of less than 30 days.

Total Hotel Charges: _____

Incidentals Deposit: _____

- Please Note:**
- 1) Payments must be received before 12:00 PM on or before the last day of Guest stay in order to avoid applicable late fees of: \$50.00 after 3 days and \$75.00 after 5 days.
 - 2) Non-payment of Hotel Charges may result in a charge on Guest's credit card.

SECTION IV - GUEST ACKNOWLEDGEMENT - PLEASE READ CAREFULLY:

- 1) Guest acknowledges and agrees that they are a transient occupant at the East West Suites and further represents that the East West Suites does not serve as their primary residence.
- 2) Guest acknowledges and agrees that they may be subject to a California Hotel Occupancy tax.
- 3) Guest acknowledges and agrees that the East West Suites shall, at all times, retain the right of access to telephone services, maid, mail, and food services.
- 4) Guest hereby agrees and acknowledges that an "Innkeeper/Guest" relationship exists between the Guest and the East West Suites.

SECTION V - GUEST ACKNOWLEDGEMENT

Hotel Guest represents that the information provided herein is true and correct and further represents that they have carefully reviewed all of the information stated herein. Hotel Guest authorizes the East West Suites to verify all information provided herein.

The Hotel Residences acts simply as a referral service and takes no responsibility for the relationship discussed herein.

Read, Acknowledged, and Accepted.

Printed Name: _____

Signed Name: _____

Date: _____