

WARWICK TRAVEL SERVICE

CORPORATE PROFILE FORM

NAME _____

TITLE _____

COMPANY _____

BUSINESS ADDRESS _____

BUSINESS PHONE _____

SECRETARY _____ EXT. _____

PERSONAL INFORMATION:

HOME ADDRESS _____

HOME PHONE _____

AIR TRAVEL INFORMATION:

SEATING PREFERENCE: AISLE _____ WINDOW _____

SPECIAL REQUESTS: MEALS _____ WHEELCHAIR _____

OTHER _____

FREQUENT FLYER MEMBERSHIPS:

AIRLINE _____ MEMBERSHIP # _____

AIRLINE _____ MEMBERSHIP # _____

AIRLINE _____ MEMBERSHIP # _____

AIRLINE _____ MEMBERSHIP # _____

AIRLINE _____ MEMBERSHIP # _____

AIRLINE _____ MEMBERSHIP # _____

AIRLINE _____ MEMBERSHIP # _____

RENTAL CAR PREFERENCE:

CORPORATE ACCT. #

PERSONAL ACCT. #

HERTZ _____

AVIS _____

NATIONAL _____

OTHER _____

CAR SIZE DESIRED _____

HOTEL INFORMATION:

CHAIN _____ VIP# _____ ACCT# _____
CHAIN _____ VIP# _____ ACCT# _____
CHAIN _____ VIP# _____ ACCT# _____
TYPE OF ACCOMODATIONS _____
FLOOR PREFERENCE _____ SPECIAL REQUEST _____

PAYMENT PROCEDURE:

BILLING ADDRESS _____
BUSINESS CREDIT CARD # _____

PERSONAL CREDIT CARD:

TYPE _____ NUMBER _____ EXP _____
TYPE _____ NUMBER _____ EXP _____

GENERAL REMARKS:

SIGNATURE ON FILE AUTHORITY:

I HEREBY AUTHORIZE WARWICK TRAVEL SERVICE, INC. TO CHARGE ANY OF THE ABOVE LISTED CREDIT CARDS PER MY INSTRUCTIONS WITH ANY BONAFIDE TRAVEL TRANSACTIONS REQUESTED BY ME OR AN AUTHORIZED MEMBER OF MY (OUR) STAFF BY TELEPHONE, LETTER, FAX, OR E-MAIL.

SIGNATURE _____ DATE _____

WARWICK TRAVEL SERVICE

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240 McLaws Circle, Williamsburg, VA 23185 757-229-7854

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