

## GROUP INQUIRY WORKSHEET

Front Desk Associate – Enthusiastically welcome the call, “Great we love Groups – Have you stayed at Baymont Inns & Suites before? At Baymont Inns & Suites we offer a Free Hot Breakfast Bar, 42” LCD TV & DVD Player, a Computer in every room and new Serta Pillowtop Beds.

GROUP NAME: \_\_\_\_\_

GROUP TYPE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PHONE #: \_\_\_\_\_ FAX #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

ARRIVAL DATE: \_\_\_\_\_ DEPARTURE DATE: \_\_\_\_\_

NUMBER OF ROOMS/ROOM TYPE \_\_\_\_\_

SPECIAL REQUESTS: \_\_\_\_\_

Front Desk Associate – I will forward your Group Request to our General Manager and he/she will contact you within 24 hours with rates and availability.