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| **ROOM PROVISION TICKET**  **Kindly accomplish this form upon arrival. If any discrepancy is found in the provision, please notify the staff or simply message us thru Messenger (Corazon Calabarzon). This must be presented to the assigned Security Guard/ Front Desk Officer and must be signed by the Room Supervisor.**  **N** | | | |
| **Room No.** | **Number of Occupants** | **Inclusive Date of Stay** | **Name and Signature of Key Custodiam** |
|  |  |  |  |
|  |  |  | |
| |  |  |  |  | | --- | --- | --- | --- | | **Items Provided** | | **Check if provision is complete/ present.** | | | **Qty. and Unit** | **Description** | **Room Attendant/ Supervisor** | **Guest/ Key Custodian** | |  | Blanket |  |  | |  | Pillow |  |  | |  | Bath Towel |  |  | |  | Bath Soap |  |  | |  | Shampoo |  |  | |  | Toothpaste |  |  | |  | Remote Control (Aircon) |  |  | |  | Remote Control (TV) |  |  | |  | Pail |  |  | |  | Dipper |  |  | | **Other Requested Items** | | | | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  |   Approved:  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Room Attendant/ Supervisor  **This form shall be approved by the Room Supervisor/ Attendant upon check-out.**  By the Management | | | |