

# Hotel Guest Stay Registration Record

Registration No.

Date of Check-in

Date of Check-out

Full Name

Gender

Date of Birth

Nationality

ID Type

ID Number

Home Address

City

Country

Phone

E-mail

## Room Details

Room Number

Room Type

Rate per Night

No. of Nights

No. of Guests

Purpose of Visit

Special Requirements / Notes

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Guest Signature

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Receptionist Signature

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