



905 Mission Road & 114 W. Tacoma Avenue
Latrobe, PA 15650

www.stayinnlatrobe.com

This form must be filled out for each stay even if you have visited with us before.

Name _____

Address _____

Telephone # _____ Number you can be reached at during your stay _____

Email _____ How did you hear about us? _____

No. of nights _____ Dates renting – Arrive _____ Depart _____

Number of guests: _____ Additional beds and linens set up _____ How many _____ (note: this request incurs a charge of \$10 per item per night)

Any other items we need to be aware of to make your stay more comfortable _____

Once your information is received you will get an invoice with your total due for your reservation.

An advance payment equal to 50% of the rental rate is required at the time of reservation. The BALANCE is due thirty (30) before your arrival date. We accept MasterCard, Visa or personal check (made out to Stay Inn Latrobe). **Please call with Credit Card information.** Note: We will assess a \$8.50 per night fee on credit card charges

. How do you plan to pay? Check _____ Credit card _____

We do not require a security deposit. However, guest agrees to compensate us for any excessive cleaning or missing items. Any damages beyond normal wear and tear are the sole responsibility of the guest as well. **A credit card will be required to guarantee against damages.** Please read and agree to our rental rules for full commitment of reservation.

Please feel free to contact me at any time with any questions.

Thank you!

Beth Ridge

Please mail or email the above information to below address:

Stay Inn Latrobe LLC
905 Mission Road
Latrobe, PA 15650
Or call: 412-601-0706

stayinnlatrobe@comcast.net

*We reserve the right to have rate changes at any given time. Please note that if we receive your deposit you are locked into the amount at the time of booking.