



Dear Valued Guest,

**Welcome to the Country Inn & Suites- Tucker, Georgia**

Whether you are traveling on business or leisure, we know you have a choice and are honored that you have selected our property for your lodging needs. We are committed to providing you with the level of service you have come to expect from the Country Inn & Suites by Carlson.

**During your visit we invite you to enjoy our Complimentary Continental Breakfast**

**Continental Breakfast is served in our breakfast room off of our lobby**

**Daily 06:00 am-09:30 am Weekends & Holidays 07:00 am- 10:30 am**

\*\*\*\*\*

**We offer Wi-Fi access throughout the hotel**

**Our fitness center (located on the 3<sup>rd</sup> floor) is open 08:00 am- 08:00 pm.**

**You can find ice machines on the 2<sup>nd</sup> & 4<sup>th</sup> floors.**

**You can find vending machine on the 1<sup>st</sup> & 4<sup>th</sup> floors.**

**Our guest laundry is located on the 3<sup>rd</sup> floor & we do have laundry supplies available for purchase at the front desk.**

\*\*\*\*\*

Shortly after you checkout you should receive a survey from Country Inn & Suites by Carlson (if we have your email address on file) regarding your stay with us. It is our goal to exceed your expectation and achieve a "10" on each portion of the survey. If you feel that this is not the case or if there is anything we can do to make your visit more enjoyable please contact Guest Services.

\*\*\*\*\*

**We thank you for choosing Country Inn & Suites and look forward to Welcoming you on your next visit to Tucker, Georgia.**

Sincerely,

Management & Staff



Authorization to Charge Credit Card  
Complete Form & Fax to 770-939-0563

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Please List all guest names, confirmation numbers (if available), number of room nights and arrival date:

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_

Point of Contact's Name & Job Title: \_\_\_\_\_

Phone # \_\_\_\_\_ FAX # \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of Card Holder: \_\_\_\_\_

Billing Address: \_\_\_\_\_

---

Credit Card Number: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ Credit Card Type \_\_\_\_\_

## Billing Information

All Charges: \_\_\_\_\_ Room/Tax Only: \_\_\_\_\_ Other/Estimated amount:

\_\_\_\_\_

I authorize the Country Inn & Suites–Tucker to bill the above charges to my credit card.

**Card Holder's Signature:** \_\_\_\_\_

\*\*\* Please include a LEGIBLE photocopy of the front & back of the Credit Card\*\*\*

\*\*\*Include a copy of a valid State ID such as a driver's license\*\*\*



## Credit Card Authorization Form

The attached document is our Credit Card Authorization form, and below are Instructions to completing the form:

1. We ask that you fill in all the blanks on the Credit Card Authorization form. Each blank is imperative in the processing of the payment.
  
2. Please provide your contact information, where you can be reached (i.e. telephone number and/or email address), in the event that the Country Inn & Suites Tucker Hotel cannot process the payment.
  
3. Please be sure to specify the charges that you would like charged on the given credit card.

4. Please remember to send a legible copy of the credit card, both the front and back of the credit card. We ask that both the account number and credit card signature, be clear.

5. Once you have filled out the below form, please submit the form and the copy of the credit card to 770-939-0563, our Country Inn & Suites-Tucker Reservations Department.

6. In order to process the payment to the credit card before guest arrival, please submit your paperwork, within forty-eight hours of the guest's arrival date.

7. In the event that the Country Inn & Suites-Tucker Hotel cannot process the payment, and the point of contact on the below form cannot be contacted, your hotel guest will be charged upon arrival.

If you should have any questions, you may contact our Country Inn & Suites-Tucker Hotel Reservations Department at 770-270-9009.

"Come as a Guest & Leave as a Friend"