

Meetings & Conferences Request Form



Name

First

Last

Organization

Address

Street Address

Address Line 2

City

Province / State

Postal / Zip Code

Country

Email

Phone Number

Fax Number

Arrival Date (MM/DD/YY)

Departure Date (MM/DD/YY)

Additional Rooms

Will your group require room reservations or additional conference spaces?

 Yes No

Number of Meeting Attendees

Number of Sleeping Rooms

Number of Meeting Rooms Needed

Type of Setup

Special Requests (Catering, equipment, other services, etc.)

After completing this form please email it as an attachment to catering@travelodgeregina.com or print and fax it to 1.306.586.9311. Upon receipt of your request, we will respond at our earliest opportunity.